

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

**Wednesday, May 21, 2014
Meeting Room 1B
5:45 p.m.**

AGENDA

1. Call to Order –John Walsh, Vice President
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of April 16, 2014 Public Hearing on Additional Appropriation (page 1)
 - b. Minutes of April 16, 2014 Board Meeting (page 2-5)
 - c. Monthly Bills for Payment (page 6-10)
 - d. Monthly Financial Report (page 11-38)
 - e. Personnel Report (page 39-40)
 - f. 2014 Board Meetings Calendar (page 41)
3. Director’s Monthly Report (page 42-58) – Sara Laughlin, Director
4. Old Business
 - a. Renovation Update – Marilyn Wood
5. New Business – action items
 - a. Resolution to Create Escrow Account for Renovation (page 59) – Gary Lettelleir
6. Update: Partnerships (page 60-61) – Josh Wolf, Children’s Services Department
7. Public Comment
8. Adjournment

View the Board Packet on the Library’s website:
<http://mcpl.info/library-trustees/meetings>

MONROE COUNTY PUBLIC LIBRARY
PUBLIC HEARING ON ADDITIONAL APPROPRIATION
Wednesday, April 16, 2014
Meeting Room 1B
5:45 pm

Present: David Ferguson, Kari Isaacson Hartig, Valerie Merriam, Hans-Otto Meyer, Fred Risinger and John Walsh

Absent: Melissa Pogue

Staff Attendance: Steve Banks, Sara Laughlin, Gary Lettelleir, Bara Swinson, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood, and CATS staff.

Others in Attendance: Tom Bunger

Call to Order

President Valerie Merriam called the meeting to order at 5:45 p.m.

Additional Appropriation

Valerie asked Sara if she would like to discuss the additional appropriation request for \$500,000 for the library renovation.

Sara reported that the library has signed a contract with Strauser Construction for Main Library renovation. This \$500,000 appropriation will allow the library to use money originally in the Capital Project Fund which has been dormant since the end of 2012 and is now sitting in the Library Rainy Day Fund. We need this appropriation to make the money available to be spent.

This is a process required by the state and it will now go before the County Council at their Work Session on April 22, and for their approval on May 13. It is then submitted to the DLGF for final approval.

Valerie asked if there were any members of the public who wished to comment.

Public Comment

There was no public comment.

Adjournment

The meeting adjourned at 5:47 p.m.

MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, April 16, 2014
Meeting Room 1B
5:45 pm

Present:

David Ferguson, Kari Isaacson Hartig, Valerie Merriam, Hans-Otto Meyer, Fred Risinger and John Walsh

Absent: Melissa Pogue

Staff Attendance: Steve Banks, Sara Laughlin, Gary Lettelleir, Bara Swinson, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood, and CATS staff.

Others in Attendance: Tom Bungler

Call to Order

President Valerie Merriam called the meeting to order at 5:48 p.m. in Meeting Room 1B.

Consent Agenda

Valerie asked for a motion to approve the consent agenda. Kari moved. John seconded.

Valerie asked for a correction to the minutes for March 26, 2014. In the Resolution to Declare Property Surplus, the last sentence should read: "Kari asked if there is a charge to recycle through the City."

Kari asked about clinic use and if employees are happy with the service. Kyle responded that the feedback is very good. The cost savings and convenience is very helpful. There are currently 118 individuals covered, including employees and dependents.

Kari asked if the library saves money on health insurance rates due to participating in the Clinic. Kyle stated that the library does save money.

Motion passed unanimously.

Members of the Board introduced themselves.

Director's Monthly Report

Sara Laughlin presented the Director's monthly report, and provided several updates.

She noted two recent resignations included in the Personnel Report. Mark Blackwell is retiring after 23 years of service on April 18. Austin Stroud is leaving to become director of the Bloomfield-Eastern Greene County Public Library.

Due to circuit breaker limits on property tax increases, several individual real estate properties hit their cap. This will result in the loss of \$37,555 in property tax income to the library.

Valerie asked how this loss was distributed among residents. Sara replied that, for the county as a whole, 1% Homestead circuit breaker credits accounted for \$437,807 (53.5%); 2% circuit breaker credits for \$184,441 (22.5%), and Over-65 circuit breaker credits for \$197,258 (24%).

An additional \$31,466 will also be lost in the next tax draw due to resolution of a long standing assessment appeal at the County.

Roof construction continues. Roofers have been working, even in the rain, and we anticipate they will be finished very soon.

The chillers are scheduled to arrive the week of May 12. One chiller is offline, as we prepare for replacement. Some areas of the library may be stuffy. When the chillers arrive there will be a crane onsite for a day.

The library signed the contract with Strauser Construction and held a pre-construction meeting last week. We are awaiting State Fire Marshall approval for the alternates at this time.

The Kirkwood entrance will be closed for about a week, beginning May 12, to repair damage done by the sprinkler that burst in January.

Sara read a special remembrance message for Virginia Rose. Jinnie served on the Monroe County Public Library Board of Trustees for 16 years, including 7 as president. She was instrumental in construction of the Ellettsville Branch and Main Library addition. Jinnie won the ILF Outstanding Trustee Award in 1997.

VITAL volunteer Susan Welsand was the recipient of the Be More Knowledgeable Award from the City of Bloomington. As a result of the award, VITAL received a \$500 check from the Community Foundation.

Valerie asked if Sara had any comments about circulation. Valerie added that she used the new self-check machine recently and it was very fast.

Hans asked about the school library card project and if the library was seeing an impact.

Sara reported there is a slight increase in circulation for school library card holders. She is still investigating changes in database use. Distribution of the cards is still underway. She will provide information on use of databases and circulation.

Kari mentioned that, with all MCCSC students using iPads, she expects teachers will be interested in professional development opportunities to learn how to do things like downloading Overdrive items.

Sara added that the library will begin to work with RBBSC this summer after card distribution is complete at MCCSC.

New Business

Additional Appropriation to Authorize Spending for Renovation

Valerie asked for a motion. John moved. Fred seconded.

Valerie asked if there were any questions about this request. None were raised.

Motion passed unanimously.

Authorization for Library Director to Approve Renovation Change Orders up to Budgeted Amount of \$47,875

Sara outlined the process for change orders during construction. All work of the contractor is under the architect's oversight. If the contractor encounters an unforeseen issue or if the library makes a change to a plan, the contractor requests a change order by submitting a bid to the architect who must approve it and then send it to the library. Waiting for approval of changes orders at the next scheduled board meeting could potentially slow down construction. This authorization would allow the director to approve change orders up to a total amount of \$47,875, which is the 5% contingency amount included in the project budget. Alternatively, the Board could allow approval up to a specific dollar amount per change. That might be more difficult because the amounts could vary widely.

John asked what the average amount was during the last renovation. Sara gave some examples but stated she did not have an average amount. She explained that the State Board of Accounts limits the library to no more than 20% of a project to be submitted as change orders.

Kari expressed that she felt comfortable with approving up to 5%.

John reported that he liked a per-event cap but he did not have a suggestion for the amount. He agreed that allowing Sara to approve amounts up to a total of 5% was prudent.

Fred agreed.

David asked for clarification. Would the \$47,875 be the total amount for all changes? Sara responded that it was the total amount.

Motion passed unanimously.

Update: It's Your Money" Financial Literacy Initiative

Adult Services manager Steve Backs provided an overview of this grant made available by the Financial Industry Regulatory Authority (FINRA) and the American Library Association (ALA) to provide unbiased financial information.

This is the second FINRA grant the Library has received. This grant is for \$87,300.

The Library is in the process of hiring a project coordinator to begin very soon.

Steve outlined project goals, audience focus, and a bit about the resources that will be used, along with methods of evaluation. He also identified many of the partners the library will be working with to provide programming.

The library is continuing to offer some programs developed during the first round of “It’s Your Money,” even before the new project coordinator begins, including co-sponsoring Money Smart Week and “Talk to an Expert” one-on-one sessions. The library also has a special website with financial information: <http://money.mcpl.info>.

The targeted audience for this project is 20-39 year olds; however, programs are open to all.

Hans asked if we had statistics on participation. Steve responded that we have a report from the last grant and could make it available.

Public Comment

There was no public comment.

Board Comment

David asked where the library is on reporting on wireless access use. Marilyn responded that we are investigating expansion of wireless access points and also installation of equipment that will facilitate reporting. We are talking with vendors presently.

Valerie commented that we must carefully watch our tax income as we see reductions coming through.

David commented that he recently saw a map of the downtown Tax Increment Finance district (TIF). He wondered if since the library was in that district we should consider working with the city on construction of a parking garage in the 6th and Lincoln lot. Sara responded that some research on the possible construction in that lot took place several years ago and it indicated that the lot was too small to accommodate a lot.

Valerie commented that she was in the library on Sunday and people were lined up to come in at opening. David asked where we stood on the review of Sunday hours. John added that he feels we might be missing opportunities for visits from people leaving church on Sunday morning since the library does not open until 1. There was general discussion about potential hours for Sunday. David added that changing Sunday hours has been a discussion point since he has been on the board and he suggested that we make the change now. Sara reported that she was waiting for hour-by-hour reference use data scheduled for collection during a typical week in April.

Valerie mentioned that because many people are watching on CATS, she wanted to highlight library services that people may not know about. She highlighted the scanner, which is across from the Information Desk on the second floor. It is free and simple to use.

Adjournment

Valerie asked for a motion to adjourn. John moved to adjourn the meeting. David seconded. The vote was unanimous. The meeting adjourned at 7:05 p.m.

MONROE COUNTY PUBLIC LIBRARY

05/15/14 2:58 PM

Page 1

***Check Summary Register©**

April 11, 2014 to May 15, 2014

Name	Check Date	Check Amt	
06500 FIFTH THIRD CHECKING			
Paid Chk# 005659	ADTEC	4/14/2014	\$530.00 CONSULTING/E-RATE
Paid Chk# 005660	CITGO	4/14/2014	\$324.75 FUEL
Paid Chk# 005661	CITY OF BLOOMINGTON UTILITIE	4/14/2014	\$983.48 WATER & SEWER
Paid Chk# 005662	CYNTHIA A. JOHNSON	4/14/2014	\$150.00 FD/CHILD/POGRAMS
Paid Chk# 005663	INDIANA STATE LIBRARY	4/14/2014	\$3,450.00 1ST QTR. '14 PLAC
Paid Chk# 005664	MICHAEL L. PEPPLER	4/14/2014	\$21.99 REFUND ON LOST ITEM
Paid Chk# 005665	MIDWEST PRESORT SERVICE	4/14/2014	\$285.73 POSTAGE SERVICE
Paid Chk# 005666	OCLC, INC.	4/14/2014	\$2,920.32 MNTHLY OCLC
Paid Chk# 005667	VERIZON WIRELESS	4/14/2014	\$120.03 BKM DATA LINES
Paid Chk# 005668	WEX BANK	4/14/2014	\$276.02 FUEL
Paid Chk# 005669	APPLE INC.	4/17/2014	\$11,990.00 10 MACBOOKS
Paid Chk# 005670	AT&T (OK)	4/17/2014	\$59.80 L-D PHONE SERVICE
Paid Chk# 005671	CHRISTINE MATHEU	4/17/2014	\$6,055.50 ARCH/ENG. PHASE III--BID/NEG.
Paid Chk# 005672	EASTERN ALLIANCE INS. GROUP	4/17/2014	\$756.00 WORKERS COMP. INS. AUDIT ADJ.
Paid Chk# 005673	MIDWEST PRESORT SERVICE	4/17/2014	\$280.93 POSTAGE
Paid Chk# 005674	VERIZON WIRELESS	4/17/2014	\$222.35 CELL PHONES
Paid Chk# 005675	BAKER & TAYLOR BOOKS	4/23/2014	\$337.03 FD/CHILD-SPLS LITERACY WORKSHO
Paid Chk# 005676	BIBLIOTHECA ITG, LLC	4/23/2014	\$7,290.00 SMARTLABEL - LIBRARY TAGS
Paid Chk# 005677	CITY OF BLOOMINGTON	4/23/2014	\$10.00 ZONE 4 PERMIT/TRANSFER FEE
Paid Chk# 005678	COMCAST	4/23/2014	\$14.84 CABLE EQUIP. RENTAL
Paid Chk# 005679	GLOBAL GOV/ED SOLUTIONS INC	4/23/2014	\$1,215.00 2 COMPUTERS
Paid Chk# 005680	THE PRODUCTION HOUSE	4/23/2014	\$1,975.00 TAPE TO DIGITAL CONVERSION
Paid Chk# 005681	VECTREN ENERGY DELIVERY	4/23/2014	\$52.32 NATURAL GAS
Paid Chk# 005682	VIRGINIA H. RICHEY	4/23/2014	\$60.00 FD/ELL-PRESCHOOL STORY TIMES
Paid Chk# 005683	JPMORGAN CHASE BANK, NA	4/24/2014	\$5,049.56 VARIOUS
Paid Chk# 005684	AFSCME COUNCIL 62	4/28/2014	\$1,148.09 UNION DUES W/H
Paid Chk# 005685	AMERICAN UNITED LIFE INS. CO.	4/28/2014	\$1,525.00 403b TSA-AUL W/H
Paid Chk# 005686	ANTHEM BLUE CROSS BLUE	4/28/2014	\$52,404.30 HEALTH INS. MAY '14
Paid Chk# 005687	AT&T (IL)	4/28/2014	\$1,322.34 PHONE
Paid Chk# 005688	AT&T MOBILITY	4/28/2014	\$232.01 CELL PHONES
Paid Chk# 005689	COLONIAL LIFE	4/28/2014	\$836.05 OTHER INSURANCES, MAY'14
Paid Chk# 005690	DUKE ENERGY	4/28/2014	\$1,528.88 ELECTRICITY
Paid Chk# 005691	GIBSON TELDATA, INC.	4/28/2014	\$118.00 PORT PATCH
Paid Chk# 005692	GLHEC	4/28/2014	\$200.80 GARNISHMENT W/H
Paid Chk# 005693	GUARDIAN LIFE INS. CO.	4/28/2014	\$8,069.32 MAY '14 DENTAL, VISION, STD & LIFE INS.
Paid Chk# 005694	LEGAL SHIELD	4/28/2014	\$47.84 PRE-PAID LEGAL W/H
Paid Chk# 005695	MIDWEST PRESORT SERVICE	4/28/2014	\$308.28 POSTAGE SERVICES
Paid Chk# 005696	MONROE COUNTY YMCA	4/28/2014	\$81.24 YMCA W/H - MAY '14
Paid Chk# 005697	OLD NATIONAL BANK/SAFE	4/28/2014	\$25.00 SAFE DEPOSIT BOX
Paid Chk# 005698	UNITED WAY	4/28/2014	\$100.00 UNITED WAY W/H
Paid Chk# 005699	YP	4/28/2014	\$135.00 PHONE LISTINGS
Paid Chk# 005700	3M	5/5/2014	\$3,759.33 E-BOOKS
Paid Chk# 005701	ADP, INC.	5/5/2014	\$248.86 BACKGROUND CHECKS
Paid Chk# 005702	ALL-PHASE ELECTRIC SUPPLY	5/5/2014	\$13.98 LIGHT BULBS
Paid Chk# 005703	BAKER & TAYLOR BOOKS	5/5/2014	\$21,390.18 BOOKS
Paid Chk# 005704	BERRY	5/5/2014	\$27.20 PHONE LISTINGS/ELL
Paid Chk# 005705	BLACKSTONE AUDIO, INC.	5/5/2014	\$50.00 NONPRINT
Paid Chk# 005706	BUNGER & ROBERTSON, LLP	5/5/2014	\$150.00 LEGAL SERVICES
Paid Chk# 005707	CDW GOVERNMENT, INC.	5/5/2014	\$52.45 IS SPLS
Paid Chk# 005708	DONNA NELSON, TREASURER	5/5/2014	\$104.50 BOOKS
Paid Chk# 005709	CEREBELLUM CORPORATION	5/5/2014	\$39.90 NONPRINT
Paid Chk# 005710	CHARDON LABORATORIES, INC.	5/5/2014	\$662.00 LOOP/BOILER/COOLING TWR.
Paid Chk# 005711	CINTAS CORPORATION	5/5/2014	\$401.26 FIRST-AID SPLS
Paid Chk# 005712	CITY OF BLOOMINGTON	5/5/2014	\$557.00 PARKING PERMITS AT GARAGES

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

April 11, 2014 to May 15, 2014

Name		Check Date	Check Amt	
Paid Chk#	005713	DEMCO, INC.	5/5/2014	\$38.25 ELL. BOOK TAPE
Paid Chk#	005714	DUNCAN SUPPLY COMPANY,	5/5/2014	\$289.86 CLEANING SPLS
Paid Chk#	005715	EBSCO	5/5/2014	\$3.30 PERIODICALS
Paid Chk#	005716	ELLETTSVILLE UTILITIES	5/5/2014	\$226.96 WATER & SEWER
Paid Chk#	005717	FIRST INSURANCE GROUP, INC.	5/5/2014	\$767.00 BUILDERS RISK INS.
Paid Chk#	005718	FREEDOM BUSINESS	5/5/2014	\$393.94 TONER, CARTRIDGES
Paid Chk#	005719	GALE/CENGAGE LEARNING	5/5/2014	\$1,124.60 BOOKS
Paid Chk#	005720	GE CAPITAL INFORMATION	5/5/2014	\$50.93 RENT ON COPIER/VITAL
Paid Chk#	005721	GECRB/AMAZON	5/5/2014	\$5,567.28 BOOKS
Paid Chk#	005722	HFI MECHANICAL CONTRACTOR	5/5/2014	\$34,920.00 MCPL CHILLER
Paid Chk#	005723	HP PRODUCTS	5/5/2014	\$89.92 CLEANING SPLS
Paid Chk#	005724	INDIANA DOOR & HARDWARE	5/5/2014	\$116.82 BLDG SPLS
Paid Chk#	005725	JIM GORDON, INC	5/5/2014	\$74.38 MNTHLY COPIERS OVERAGES
Paid Chk#	005726	KLEINDORFER'S HDWE	5/5/2014	\$16.32 BLDG SPLS
Paid Chk#	005727	LIVE OAK MEDIA	5/5/2014	\$28.95 NONPRINT
Paid Chk#	005728	LOGISTECH, INC.	5/5/2014	\$300.27 BOOKS
Paid Chk#	005729	LOWE'S	5/5/2014	\$111.61 BLDG SPLS
Paid Chk#	005730	MATRIX INTEGRATION LLC	5/5/2014	\$104.46 SOFTWARE MAINT.
Paid Chk#	005731	MAXWELLS OFFICE PRODUCTS	5/5/2014	\$369.51 MNTHLY IR-2800 COPIER MAINT.
Paid Chk#	005732	MIDWEST PRESORT SERVICE	5/5/2014	\$231.31 POSTAGE SERVICES
Paid Chk#	005733	MIDWEST TAPE	5/5/2014	\$6,814.37 NONPRINT
Paid Chk#	005734	NEW READERS PRESS	5/5/2014	\$472.20 BOOKS/VITAL LIB GENERAL
Paid Chk#	005735	NU-TEC ROOFING	5/5/2014	\$211,266.00 NEW ROOF ON MAIN
Paid Chk#	005736	QUILL CORPORATION	5/5/2014	\$696.62 SPLS
Paid Chk#	005737	RANDOM HOUSE, LLC	5/5/2014	\$126.30 NONPRINT
Paid Chk#	005738	RECORDED BOOKS, LLC	5/5/2014	\$142.85 NONPRINT
Paid Chk#	005739	REPUBLIC SERVICES #694	5/5/2014	\$437.70 TRASH SERVICE
Paid Chk#	005740	RICOH USA, INC.	5/5/2014	\$651.84 VITAL COPIER - OVERAGES
Paid Chk#	005741	SAM'S CLUB/GECRB	5/5/2014	\$27.86 WATER FOR QUIZ BOWL
Paid Chk#	005742	SCHINDLER ELEVATOR	5/5/2014	\$2,530.08 QTRLY MAINT. CONTRACT
Paid Chk#	005743	SMITHVILLE	5/5/2014	\$1,825.00 INTERNET SERVICE
Paid Chk#	005744	STR BUILDING RESOURCES LLC	5/5/2014	\$13,930.00 ARCH/ENG. - ROOF REPLACEMENT
Paid Chk#	005745	SUZANNE KERN - PETTY CASH	5/5/2014	\$38.62 GASOLINE & POSTAGE
Paid Chk#	005746	TANTOR MEDIA	5/5/2014	\$125.21 NONPRINT
Paid Chk#	005747	THE ELLETTSVILLE JOURNAL	5/5/2014	\$15.26 ADDT'L APPROP. PUBLICATION
Paid Chk#	005748	THE MACEXPRIENCE	5/5/2014	\$1,843.94 VIDEO MAT'LS & EQUIPMENT
Paid Chk#	005749	TREEHOUSE ISLAND INC.	5/5/2014	\$18,000.00 ANNUAL SUBSCRIPTION
Paid Chk#	005750	VECTREN ENERGY DELIVERY	5/5/2014	\$46.00 NATURAL GAS
Paid Chk#	005751	AMERICAN UNITED LIFE INS. CO.	5/8/2014	\$1,535.00 403b TSA-AUL W/H
Paid Chk#	005752	CITY OF BLOOMINGTON UTILITIE	5/8/2014	\$1,055.40 WATER & SEWER
Paid Chk#	005753	DUKE ENERGY	5/8/2014	\$21,173.58 ELECTRICITY
Paid Chk#	005754	MCPL FOUNDATION	5/8/2014	\$200.00 BANNEKER GIFT CERTIFICATE TO BOOKSTORE
Paid Chk#	005755	MIDWEST PRESORT SERVICE	5/8/2014	\$286.55 POSTAGE SERVICE
Paid Chk#	005756	AT&T (IL)	5/14/2014	\$387.48 4 DEDICATED LINES
Paid Chk#	005757	BETHANY TERRY	5/14/2014	\$11.15 FD/VITAL-SPLS
Paid Chk#	005758	ENVISIONWARE, INC.	5/14/2014	\$2,060.20 ANNUAL MAINTENANCE
Paid Chk#	005759	MIDWEST PRESORT SERVICE	5/14/2014	\$292.23 POSTAGE SERVICE
Paid Chk#	005760	NEW READERS PRESS	5/14/2014	\$93.95 BOOKS/VITAL-QUIZ BOWL
Paid Chk#	005761	PAUL H. VANGOGH	5/14/2014	\$24.95 REFUND ON LOST ITEM
Paid Chk#	005762	SMITHVILLE	5/14/2014	\$173.87 PHONE SERVICE
Paid Chk#	005763	VERIZON WIRELESS	5/14/2014	\$120.03 BKM DATA LINES
Paid Chk#	005764	WEX BANK	5/14/2014	\$708.48 FUEL
Paid Chk#	005765	ACTIVATE HEALTHCARE	5/15/2014	\$11,608.10 3RD QTR.'14 CLINIC
Paid Chk#	005766	AMERICAN SHREDDING	5/15/2014	\$36.80 CONFIDENTAIL DOCUMENT DESTRUCT
Paid Chk#	005767	B & H PHOTO-VIDEO	5/15/2014	\$12,748.88 STUDIO EQUIPMENT

MONROE COUNTY PUBLIC LIBRARY

05/15/14 2:58 PM

Page 3

***Check Summary Register©**

April 11, 2014 to May 15, 2014

Name	Check Date	Check Amt	
Paid Chk# 005768 BAKER & TAYLOR BOOKS	5/15/2014	\$25,235.12	BOOKS
Paid Chk# 005769 BANCTEC INC.	5/15/2014	\$31.83	FOLDER MNTHLY MAINT.
Paid Chk# 005770 BLACKSTONE AUDIO, INC.	5/15/2014	\$193.99	NONPRINT
Paid Chk# 005771 BLOOM MAGAZINE	5/15/2014	\$47.90	1 YR. SUBSCRIPT
Paid Chk# 005772 BLOOMINGTON PUBLIC	5/15/2014	\$391.50	JAN. - MARCH BLGTN TRANSIT COST
Paid Chk# 005773 BMH BOOKS	5/15/2014	\$18.84	BOOKS
Paid Chk# 005774 B-TECH LLC	5/15/2014	\$3,298.48	BLDG SECURITY EQUIP.
Paid Chk# 005775 BUNGER & ROBERTSON, LLP	5/15/2014	\$210.00	LEGAL SERVICES
Paid Chk# 005776 FINDAWAY WORLD, LLC	5/15/2014	\$1,380.85	NONPRINT
Paid Chk# 005777 FREEDOM BUSINESS	5/15/2014	\$1,181.99	CARTRIDGES
Paid Chk# 005778 GALE/CENGAGE LEARNING	5/15/2014	\$873.86	BOOKS
Paid Chk# 005779 GAYLORD BROS., INC.	5/15/2014	\$720.42	3 BOOK TRUCKS
Paid Chk# 005780 GREEN PLANET FILMS	5/15/2014	\$45.00	NONPRINT
Paid Chk# 005781 HP PRODUCTS	5/15/2014	\$4,038.84	CLEANING SPLS
Paid Chk# 005782 INTERNET MINDED DESIGN AND	5/15/2014	\$960.00	MONROE COUNTY INDEX/KOON GIFT FUND
Paid Chk# 005783 JOHN WARD	5/15/2014	\$2,500.00	CATS IT UPGRADE/CONSULTING
Paid Chk# 005784 LOGISTECH, INC.	5/15/2014	\$88.00	BOOKS
Paid Chk# 005785 MIDWEST TAPE	5/15/2014	\$13,286.56	NONPRINT
Paid Chk# 005786 NATURE'S WAY, INC.	5/15/2014	\$85.00	MNTHLY PLANT SERVICE
Paid Chk# 005787 OCLC, INC.	5/15/2014	\$2,670.60	MNTHLY OCLC
Paid Chk# 005788 B,B & C POW PEST CONTROL,	5/15/2014	\$84.00	PEST CONTROL
Paid Chk# 005789 RANDOM HOUSE, LLC	5/15/2014	\$905.55	NONPRINT
Paid Chk# 005790 RECORDED BOOKS, LLC	5/15/2014	\$286.05	BOOKS
Paid Chk# 005791 SAM'S CLUB/GECRB	5/15/2014	\$225.00	MEMBERSHIP
Paid Chk# 005792 STANSIFER RADIO COMPANY	5/15/2014	\$222.30	VIDEO MAT'LS
Paid Chk# 005793 TANTOR MEDIA	5/15/2014	\$301.25	NONPRINT
Paid Chk# 005794 THE HERALD-TIMES, INC.	5/15/2014	\$14.62	PUBLICATION/ADD'L APPROPRIATIO
Paid Chk# 005795 THE PRODUCTION HOUSE	5/15/2014	\$2,290.00	DIGITIZATION
Paid Chk# 005796 THOMSON REUTERS - WEST	5/15/2014	\$1,551.00	BOOKS
Paid Chk# 005797 TOWN & COUNTRY	5/15/2014	\$420.95	VEHICLE EQUIP.
Paid Chk# 005798 UNIQUE MANAGEMENT	5/15/2014	\$1,109.80	COLLECTION AGENCY/CIRC
Paid Chk# 005799 WESTON WOODS STUDIOS	5/15/2014	\$65.90	NONPRINT
Paid Chk# 005800 WFHB	5/15/2014	\$2,500.00	Q2'14 WFHB/CATS NEWS
Paid Chk# 005801 WTIU	5/15/2014	\$45.00	NONPRINT
Total Checks		\$563,581.83	

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
04/11/14 - 05/15/14

Fifth Third Checking Account/Check Register Total	\$563,581.83
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (May '14)	615.45
Fifth Third Checking-Monthly Service Charge (Apr. '14)	51.75
Fifth Third Checking-Monthly Service Charge (May '14)	51.75
Fifth Third Checking-ACH Service Charge	50.00
Add: Payrolls	
Vouchers 04/18/14 Payroll (ECI)	121,756.90
Electronic transfer (ECI) employee/employer taxes	48,539.97
Electronic transfer (ECI) employee "HSA"	2,181.06
Electronic PERF pymt. 04/22/14	19,795.79
Electronic transfer 04/22/14 (TASC) employee "FSA"	325.38
Vouchers 05/02/14 Payroll (ECI)	120,452.87
Electronic transfer (ECI) employee/employer taxes	47,688.80
Electronic transfer (ECI) employer "HSA"	51.00
Electronic transfer (ECI) employee "HSA"	2,171.06
Electronic PERF pymt. 05/05/14	19,465.12
Electronic transfer 05/06/14 (TASC) employee "FSA"	325.38
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$947,104.11

ck # 5683

ACCOUNTS PAYABLE VOUCHER

MONROE COUNTY PUBLIC LIBRARY*Address Line 1*303 E KIRKWOOD AVENUE*BLOOMINGTON, IN 47408

Payee JPMORGAN CHASE BANK, NA PALATINE, IL 60094-4016	Check 005683 4/24/2014 Purchase Order No. 0 Terms Date Due	Claim 24177
---	---	-------------

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
3/8/2014		E019-011-21350 THE UNIFORM LADY/FD-CHILD-SRP VIDEO	\$25.00
3/25/2014		E019-011-21350 LAKESHORE LEARN/FD-CHILD-LAPS	\$147.46
3/25/2014		E019-011-21350 LAKESHORE LEARN/FD-CHILD-PROGRAM SPLS	\$127.45
3/7/2014		E019-011-21350 BUCCTO'S/FD CHILD FOOD-SPR	\$33.00
3/5/2014		E026-019-44600 NEWEGGBUS/CHROMEBOOKS	\$747.00
3/14/2014		E001-019-23000 MONOPRICE/CABLES	\$32.63
3/14/2014		E001-019-23000 MONOPRICE/CABLES	\$87.10
3/16/2014		E020-016-31600 DREAMHOST/CATS MNTHLY WEBSITE FEE	\$49.83
3/19/2014		E026-019-44650 TECHSOUP/SOFTWARE FOR PHONE SERVER	\$53.00
3/21/2014		E001-019-31600 HOOTSUITE/FACEBOOK MNTHLY FEE	\$9.99
3/27/2014		E001-019-23000 MACEXPERIENCE/VGA ADAPTORS	\$78.00
3/31/2014		E001-019-23000 MONOPRICE/USB TO SERIAL CABLE	\$40.31
4/3/2014		E026-019-44650 ITUNES STORE/STOP MOTION ANIMA	\$3.20
3/3/2014		E001-005-31700 PAYPAL/MNTHLY CC FEE	\$78.85
3/28/2014		E019-001-21350 BALL CHAIN/SCH. KIDS CARDS	\$1,351.00
4/2/2014		E001-005-31700 PAYPAL/MNTHLY CC FEE	\$91.65
3/14/2014		E019-001-32400 ALA/PLA - LUANN	\$360.00
3/26/2014		E019-001-32300 SOUTHWEST/ALA FLIGHT-MARILYN	\$416.00
3/13/2014		E019-001-32400 ALA/PLA - MICHAEL	\$320.00
3/25/2014		E001-019-31500 WUNDERKINDER/MNTHLY FEE	\$22.99
3/27/2014		E001-007-21400 OVERNIGHTPRINTS/SCH. KIDS CARDS	\$72.14
3/13/2014		E019-001-32300 DENISON PARKING/PLA PARKING	\$24.00
3/14/2014		E019-001-32300 CAPITAL COMMONS/PLA PARKING	\$29.00
3/5/2014		E001-015-21300 STAPLES/VITAL-STICKERS FOR NEWSLETTER	\$13.38
3/13/2014		E016-015-21350 MCPL/VITAL-PLAC/SCHOLARSHIP FUND	\$50.00
3/18/2014		E001-012-22500 BUDGET LIB SPLS/DVD CASES	\$119.00
3/19/2014		E001-015-32400 IND. ASSOC/IAACE CONF/VITAL	\$60.00
3/21/2014		E019-003-32500 PEOPLECONNECT/FD-STAFF WEBINAR	\$80.00
3/17/2014		E001-006-32400 SOUTH CENTRAL IN/SCIHRA CONF-KYLE	\$70.00
3/13/2014		E019-001-32300 DENISON PARKING/PLA PARKING	\$24.00
3/28/2014		E004-001-21350 MALIBU GRILL/MGR INTERVIEW LUNCHEONS	\$30.22
3/31/2014		E004-001-21350 TROJAN HORSE/MGR INTERVIEW LUNCHEON	\$19.85
4/3/2014		E004-001-21350 ESAN THAI/MGR INTERVIEW LUNCHEON	\$26.87
3/4/2014		E019-010-32200 USPS/STAMPS-TEEN SPLS	\$20.10
3/5/2014		E019-010-21350 BOOK CORNER/FD-TEEN SPLS	\$34.75
3/5/2014		E019-010-21350 HOBBY-LOBBY/FD-TEEN SPLS	\$162.51
3/8/2014		E019-010-21350 KROGER/FD-ADULT SPLS & FOOD	\$101.45
4/2/2014		E019-010-21350 KROGER/FD-TEEN FOOD	\$29.85
4/3/2014		E019-010-21350 KROGER/FD-ADULT FOOD	\$7.98
Total			\$5,049.56

Financial Report Comments

Reports as of 4-30-14

Board Meeting Date 5/21/14

Monthly Budget Report:

The guideline for the portion of the annual budget spent after four months is 33.3% or four twelfths. The actual operating fund spending for January to April is 29.6% of the annual total budget.

Monthly Budget Report:

Employer Contribution Insurance(1240) – The May Anthem premium was paid in April (about \$44,000).

Supplies - Light Bulbs (2260) – This line is over the guideline at this point. It will be watched closely.

Building Services (3140) - Snow removal and salt application has caused this line to be over the guideline at this point.

Advertising and Publication (3310) – The public notices related to the renovation, roof, and chillers along with job postings for several positions have caused this line to be over.

Insurance (3420)– We pay the annual amount usually by March. We are going to be over budget on this line.

Utilities – Over the guideline due to winter heating .

Building Repairs (3610) – Over the guideline at this point. We are hoping to go for a while without anything breaking.

Dues (3910) – We pay the annual I.L.F. dues at the beginning of the year which amounts to about 87% of the annual budget on this line.

The rest of the budget lines seem to be moving along as expected.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF APRIL 30, 2014
FOUR MONTHS = 33.3%

	2014 APRIL	2013 APRIL	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	297,410.36	297,825.34	1,192,472.90	3,979,955.67	1,175,188.42	2,787,482.77	30.0%	70.0%
EMPLOYEE BENEFITS	101,056.45	105,402.62	504,440.47	1,554,141.00	507,476.42	1,049,700.53	32.5%	67.5%
OTHER WAGES	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>398,466.81</u>	<u>403,227.96</u>	<u>1,696,913.37</u>	<u>5,549,096.67</u>	<u>1,682,664.84</u>	<u>3,852,183.30</u>	<u>30.6%</u>	<u>69.4%</u>
SUPPLIES								
OFFICE SUPPLIES	1,431.47	1,184.85	8,753.58	58,250.00	13,550.79	49,496.42	15.0%	85.0%
OPERATING SUPPLIES	10,036.25	2,667.91	27,322.36	114,400.00	30,300.61	87,077.64	23.9%	76.1%
REPAIR & MAINT. SUPPLIES	970.56	1,308.85	4,621.32	27,900.00	7,490.74	23,278.68	16.6%	83.4%
TOTAL SUPPLIES	<u>12,438.28</u>	<u>5,161.61</u>	<u>40,697.26</u>	<u>200,550.00</u>	<u>51,342.14</u>	<u>159,852.74</u>	<u>20.3%</u>	<u>79.7%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	15,112.47	17,261.01	87,683.31	381,937.32	83,945.73	294,254.01	23.0%	77.0%
COMMUNICATION & TRANSPORTATION	3,754.51	3,888.29	17,554.74	89,300.00	19,961.62	71,745.26	19.7%	80.3%
PRINTING & ADVERTISING	250.16	947.61	1,985.44	7,700.00	1,160.21	5,714.56	25.8%	74.2%
INSURANCE	756.00	2,078.00	67,776.00	64,000.00	63,952.00	-3,776.00	105.9%	-5.9%
UTILITIES	23,343.15	26,164.80	114,851.67	326,450.00	106,789.52	211,598.33	35.2%	64.8%
REPAIR & MAINTENANCE	606.66	3,362.18	17,725.52	57,200.00	14,971.39	39,474.48	31.0%	69.0%
RENTALS	-36.80	25.00	8,941.28	38,200.00	19,751.00	29,258.72	23.4%	76.6%
ELECTRONIC SERVICES	10,000.00	11,299.69	33,785.02	264,053.00	13,931.84	230,267.98	12.8%	87.2%
OTHER CHARGES	0.00	17,833.33	8,511.35	14,050.00	78,183.36	5,538.65	60.6%	39.4%
TOTAL OTHER SERVICES & CHARGES	<u>53,786.15</u>	<u>82,859.91</u>	<u>358,814.33</u>	<u>1,242,890.32</u>	<u>402,646.67</u>	<u>884,075.99</u>	<u>28.9%</u>	<u>71.1%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	0.00	4,652.57	83,000.00	6,592.65	78,347.43	5.6%	94.4%
OTHER CAPITAL OUTLAY	66,738.90	76,765.20	272,966.47	936,147.00	305,229.69	663,180.53	29.2%	70.8%
TOTAL CAPITAL OUTLAY	<u>66,738.90</u>	<u>76,765.20</u>	<u>277,619.04</u>	<u>1,019,147.00</u>	<u>311,822.34</u>	<u>741,527.96</u>	<u>27.2%</u>	<u>72.8%</u>
TOTAL OPERATING EXPENDITURES	<u><u>531,430.14</u></u>	<u><u>568,014.68</u></u>	<u><u>2,374,044.00</u></u>	<u><u>8,011,683.99</u></u>	<u><u>2,448,475.99</u></u>	<u><u>5,637,639.99</u></u>	<u><u>29.6%</u></u>	<u><u>70.4%</u></u>

2013 BUDGET 7,818,019.99
% USED IN 2013 31.3%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF APRIL 30, 2014

	2014 APRIL	2013 APRIL	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	14,405.24	13,635.97	57,620.96	187,268.00	54,543.92	129,647.04	30.8%	69.2%
1130 PROFESSIONAL/SUPERVISORS	45,081.10	38,914.34	180,324.45	628,111.73	155,657.30	447,787.28	28.7%	71.3%
1140 PROFESSIONAL ASSISTANTS	92,437.08	101,300.19	379,809.80	1,243,966.80	394,167.84	864,157.00	30.5%	69.5%
1150 SPECIALISTS & TECHNICIANS	60,843.12	65,258.79	243,407.45	868,268.28	260,308.11	624,860.83	28.0%	72.0%
1160 CLERICAL ASSISTANTS	35,563.86	32,265.52	143,061.83	430,085.63	127,405.44	287,023.80	33.3%	66.7%
1170 PAGES	16,981.87	18,778.30	69,544.07	247,000.00	72,311.78	177,455.93	28.2%	71.8%
1190 BUILDING MAINTENANCE	32,098.09	27,672.23	118,704.34	375,255.23	110,794.03	256,550.89	31.6%	68.4%
TOTAL SALARIES	297,410.36	297,825.34	1,192,472.90	3,979,955.67	1,175,188.42	2,787,482.77	30.0%	70.0%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,604.45	17,533.92	70,572.43	245,484.46	69,055.03	174,912.03	28.7%	71.3%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	27,544.18	24,560.54	109,876.71	364,667.22	96,556.62	254,790.51	30.1%	69.9%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	15,335.99	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	7,377.93	7,368.13	29,431.34	97,678.73	28,966.91	68,247.39	30.1%	69.9%
1240 EMPLOYER CONT/INSURANCE	44,412.76	51,839.35	278,055.18	778,898.82	281,411.91	500,843.64	35.7%	64.3%
1250 EMPLOYER CONT/MEDICARE	4,117.13	4,100.68	16,504.81	57,411.77	16,149.96	40,906.96	28.7%	71.3%
TOTAL EMPLOYEE BENEFITS	101,056.45	105,402.62	504,440.47	1,554,141.00	507,476.42	1,049,700.53	32.5%	67.5%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
TOTAL OTHER WAGES	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	398,466.81	403,227.96	1,696,913.37	5,549,096.67	1,682,664.84	3,852,183.30	30.6%	69.4%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	31.49	1,100.00	979.76	1,068.51	2.9%	97.1%
2120 STATIONERY & PRINTING	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2130 OFFICE SUPPLIES	78.16	512.53	1,635.01	13,650.00	2,457.67	12,014.99	12.0%	88.0%
2135 GENERAL SUPPLIES	0.00	7.83	0.00	0.00	109.29	0.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	1,353.31	664.49	7,087.08	42,400.00	10,004.07	35,312.92	16.7%	83.3%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	1,431.47	1,184.85	8,753.58	58,250.00	13,550.79	49,496.42	15.0%	85.0%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF APRIL 30, 2014

	2014 APRIL	2013 APRIL	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	0.00	1,736.55	11,772.70	38,200.00	11,612.38	26,427.30	30.8%	69.2%
2220 FUEL, OIL, & LUBRICANTS	608.52	607.24	2,570.25	10,000.00	2,523.81	7,429.75	25.7%	74.3%
2230 CATALOGING SUPPLIES-BOOKS	480.88	0.00	592.77	7,000.00	404.65	6,407.23	8.5%	91.5%
2240 A/V SUPPLIES-CATALOGING	90.95	0.00	185.95	9,500.00	246.76	9,314.05	2.0%	98.0%
2250 CIRCULATION SUPPLIES	7,409.00	0.00	8,476.02	33,900.00	11,587.26	25,423.98	25.0%	75.0%
2260 LIGHT BULBS	1,446.90	0.00	3,724.67	7,200.00	1,810.50	3,475.33	51.7%	48.3%
2280 UNIFORMS	0.00	100.00	0.00	1,900.00	973.00	1,900.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	224.12	0.00	6,700.00	1,142.25	6,700.00	0.0%	100.0%
TOTAL OPERATING SUPPLIES	10,036.25	2,667.91	27,322.36	114,400.00	30,300.61	87,077.64	23.9%	76.1%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	388.03	209.94	996.89	6,500.00	1,610.00	5,503.11	15.3%	84.7%
2310 BUILDING MATERIALS & SUPPLIES	582.53	1,098.91	3,404.70	21,000.00	5,880.74	17,595.30	16.2%	83.8%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	219.73	400.00	0.00	180.27	54.9%	45.1%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	970.56	1,308.85	4,621.32	27,900.00	7,490.74	23,278.68	16.6%	83.4%
TOTAL SUPPLIES	12,438.28	5,161.61	40,697.26	200,550.00	51,342.14	159,852.74	20.3%	79.7%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	530.00	0.00	3,385.00	13,500.00	9,320.00	10,115.00	25.1%	74.9%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	30,000.00	0.00	30,000.00	0.0%	100.0%
31201 ENCUM. ENGINEERING/ARCHITECT	0.00	0.00	10,000.00	10,000.00	0.00	0.00	100.0%	0.0%
3130 LEGAL SERVICES	0.00	4,043.86	3,373.95	17,300.00	8,422.54	13,926.05	19.5%	80.5%
3140 BUILDING SERVICES	2,215.87	1,119.00	18,260.43	30,000.00	11,275.53	11,739.57	60.9%	39.1%
3150 MAINTENANCE CONTRACTS	2,804.61	2,295.87	12,070.26	144,600.00	14,595.75	132,529.74	8.3%	91.7%
3160 COMPUTER SERVICES (OCLC)	4,755.31	4,650.07	19,975.28	69,637.32	18,529.58	49,662.04	28.7%	71.3%
3170 ADMIN/ACCOUNTING SERVICES	3,204.63	2,780.46	16,021.04	46,900.00	15,054.03	30,878.96	34.2%	65.8%
3175 COLLECTION AGENCY SERVICES	1,602.05	2,371.75	4,597.35	20,000.00	6,748.30	15,402.65	23.0%	77.0%
TOTAL PROFESSIONAL SERVICES	15,112.47	17,261.01	87,683.31	381,937.32	83,945.73	294,254.01	23.0%	77.0%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,419.91	2,558.87	9,689.29	32,700.00	9,900.52	23,010.71	29.6%	70.4%
3215 CABLE TV	4.45	15.76	18.42	0.00	24.03	-18.42	#DIV/0!	#DIV/0!
3220 POSTAGE	1,200.15	1,288.73	5,744.77	25,000.00	5,588.34	19,255.23	23.0%	77.0%
3230 TRAVEL EXPENSE	0.00	24.93	1,338.64	10,000.00	24.93	8,661.36	13.4%	86.6%
3240 PROFESSIONAL MTG. (OFF-SITE)	130.00	0.00	349.00	10,000.00	172.00	9,651.00	3.5%	96.5%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	398.00	10,000.00	660.00	9,602.00	4.0%	96.0%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	0.00	0.00	3,500.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	0.00	16.62	1,600.00	91.80	1,583.38	1.0%	99.0%
TOTAL COMMUNICATION & TRANSPORTATION	3,754.51	3,888.29	17,554.74	89,300.00	19,961.62	71,745.26	19.7%	80.3%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF APRIL 30, 2014

	2014 APRIL	2013 APRIL	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	250.16	0.00	1,985.44	2,700.00	95.60	714.56	73.5%	26.5%
3320 PRINTING	0.00	947.61	0.00	5,000.00	1,064.61	5,000.00	0.0%	100.0%
TOTAL PRINTING & ADVERTISING	250.16	947.61	1,985.44	7,700.00	1,160.21	5,714.56	25.8%	74.2%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	450.00	600.00	450.00	150.00	75.0%	25.0%
3420 OTHER INSURANCE	756.00	2,078.00	67,326.00	63,400.00	63,502.00	-3,926.00	106.2%	-6.2%
TOTAL INSURANCE	756.00	2,078.00	67,776.00	64,000.00	63,952.00	-3,776.00	105.9%	-5.9%
UTILITIES								
3510 GAS	52.32	387.83	1,048.97	2,750.00	1,164.95	1,701.03	38.1%	61.9%
3520 ELECTRICITY	22,094.70	24,673.90	109,553.28	296,400.00	101,129.63	186,846.72	37.0%	63.0%
3530 WATER	1,196.13	1,103.07	4,249.42	27,300.00	4,494.94	23,050.58	15.6%	84.4%
TOTAL UTILITIES	23,343.15	26,164.80	114,851.67	326,450.00	106,789.52	211,598.33	35.2%	64.8%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	0.00	2,233.98	13,315.81	22,000.00	8,750.46	8,684.19	60.5%	39.5%
3630 OTHER EQUIP/FURNITURE REPAIRS	390.90	1,033.90	905.40	21,200.00	2,775.40	20,294.60	4.3%	95.7%
3640 VEHICLE REPAIR & MAINTENANCE	14.00	94.30	3,058.52	11,000.00	2,782.81	7,941.48	27.8%	72.2%
3650 MATERIAL BINDING/REPAIR SERV.	201.76	0.00	445.79	3,000.00	662.72	2,554.21	14.9%	85.1%
TOTAL REPAIR & MAINTENANCE	606.66	3,362.18	17,725.52	57,200.00	14,971.39	39,474.48	31.0%	69.0%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	-36.80	25.00	8,941.28	38,200.00	19,751.00	29,258.72	23.4%	76.6%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL RENTALS	-36.80	25.00	8,941.28	38,200.00	19,751.00	29,258.72	23.4%	76.6%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	10,000.00	11,299.69	13,496.00	161,917.00	12,674.64	148,421.00	8.3%	91.7%
38460 E-BOOKS SERVICES	0.00	0.00	20,289.02	102,136.00	1,257.20	81,846.98	19.9%	80.1%
TOTAL ELECTRONIC SERVICES	10,000.00	11,299.69	33,785.02	264,053.00	13,931.84	230,267.98	12.8%	87.2%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	7,551.35	7,550.00	6,850.00	-1.35	100.0%	0.0%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3940 TRANSFER TO LIRF	0.00	17,833.33	0.00	0.00	71,333.36	0.00	#DIV/0!	#DIV/0!
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	960.00	4,000.00	0.00	3,040.00	24.0%	76.0%
TOTAL OTHER CHARGES	0.00	17,833.33	8,511.35	14,050.00	78,183.36	5,538.65	60.6%	39.4%
TOTAL OTHER SERVICES/CHARGES	53,786.15	82,859.91	358,814.33	1,242,890.32	402,646.67	884,075.99	28.9%	15 71.1%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF APRIL 30, 2014

	2014 APRIL	2013 APRIL	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	768.00	10,000.00	5,699.79	9,232.00	7.7%	92.3%
4430 OTHER EQUIPMENT	0.00	0.00	3,884.57	68,000.00	892.86	64,115.43	5.7%	94.3%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
4460 IS EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	0.00	0.00	4,652.57	83,000.00	6,592.65	78,347.43	5.6%	94.4%
OTHER CAPITAL OUTLAY								
4510 BOOKS	42,470.05	48,001.23	169,173.30	548,250.00	192,406.68	379,076.70	30.9%	69.1%
4520 PERIODICALS & NEWSPAPERS	9.90	47.90	2,819.63	41,936.00	2,743.76	39,116.37	6.7%	93.3%
4530 NONPRINT MATERIALS	24,258.95	28,716.07	100,973.54	345,961.00	110,079.25	244,987.46	29.2%	70.8%
TOTAL OTHER CAPITAL OUTLAY	66,738.90	76,765.20	272,966.47	936,147.00	305,229.69	663,180.53	29.2%	70.8%
TOTAL CAPITAL OUTLAY	66,738.90	76,765.20	277,619.04	1,019,147.00	311,822.34	741,527.96	27.2%	72.8%
TOTAL OPERATING EXPENDITURES	531,430.14	568,014.68	2,374,044.00	8,011,683.99	2,448,475.99	5,637,639.99	29.6%	70.4%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2014 to April 30, 2014

4 months = 33.3%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
11200	ADMINISTRATION	\$187,268.00	\$14,405.24	\$14,405.24	\$14,405.24	\$14,405.24	\$57,620.96	\$129,647.04	30.77%
11300	PROF/SUPERVISORS	\$628,111.73	\$45,081.13	\$45,081.12	\$45,081.10	\$45,081.10	\$180,324.45	\$447,787.28	28.71%
11400	PROFESSIONAL	\$1,243,966.80	\$95,672.25	\$99,263.35	\$92,437.12	\$92,437.08	\$379,809.80	\$864,157.00	30.53%
11500	SPECIALIST/TECHNICIA	\$868,268.28	\$60,817.93	\$60,861.49	\$60,884.91	\$60,843.12	\$243,407.45	\$624,860.83	28.03%
11600	CLERICAL ASSISTANTS	\$430,085.63	\$36,262.02	\$35,691.34	\$35,544.61	\$35,563.86	\$143,061.83	\$287,023.80	33.26%
11700	PAGES	\$247,000.00	\$16,481.67	\$18,063.31	\$18,017.22	\$16,981.87	\$69,544.07	\$177,455.93	28.16%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$375,255.23	\$29,072.49	\$29,158.48	\$28,375.28	\$32,098.09	\$118,704.34	\$256,550.89	31.63%
12100	FICA/EMPLOYER	\$245,484.46	\$17,618.37	\$17,916.61	\$17,433.00	\$17,604.45	\$70,572.43	\$174,912.03	28.75%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$364,667.22	\$27,416.83	\$13,724.27	\$41,191.43	\$27,544.18	\$109,876.71	\$254,790.51	30.13%
12350	PERF/EMPLOYEE	\$97,678.73	\$7,343.83	\$3,676.14	\$11,033.44	\$7,377.93	\$29,431.34	\$68,247.39	30.13%
12400	INS/EMPLOYER	\$778,898.82	\$85,311.66	\$102,087.17	\$46,243.59	\$44,412.76	\$278,055.18	\$500,843.64	35.70%
12500	MEDICARE/EMPLOYER	\$57,411.77	\$4,120.37	\$4,190.22	\$4,077.09	\$4,117.13	\$16,504.81	\$40,906.96	28.75%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$31.49	\$0.00	\$31.49	\$1,068.51	2.86%
21200	STATIONERY/BUS.	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21300	OFFICE SUPPLIES	\$13,650.00	\$368.99	\$396.68	\$791.18	\$78.16	\$1,635.01	\$12,014.99	11.98%
21400	DUPLICATING	\$42,400.00	\$1,181.22	\$1,499.88	\$3,052.67	\$1,353.31	\$7,087.08	\$35,312.92	16.71%
22100	CLEANING SUPPLIES	\$38,200.00	\$2,006.50	\$6,451.70	\$3,314.50	\$0.00	\$11,772.70	\$26,427.30	30.82%
22200	FUEL/OIL/LUBRICANTS	\$10,000.00	\$1,090.47	\$167.99	\$703.27	\$608.52	\$2,570.25	\$7,429.75	25.70%
22300	CATALOGING	\$7,000.00	\$0.00	\$111.89	\$0.00	\$480.88	\$592.77	\$6,407.23	8.47%
22400	A/V SUPPLIES/CATALOG	\$9,500.00	\$0.00	\$0.00	\$95.00	\$90.95	\$185.95	\$9,314.05	1.96%
22500	CIRCULATION SUPPLIES	\$33,900.00	\$78.46	\$0.00	\$988.56	\$7,409.00	\$8,476.02	\$25,423.98	25.00%
22600	LIGHT BULBS	\$7,200.00	\$0.00	\$1,501.32	\$776.45	\$1,446.90	\$3,724.67	\$3,475.33	51.73%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
22900	DISPLAY/EXHIBITS	\$6,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,700.00	0.00%
23000	IS SUPPLIES	\$6,500.00	\$199.99	\$0.00	\$408.87	\$388.03	\$996.89	\$5,503.11	15.34%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
23100	BUILDING MATERIAL	\$21,000.00	\$403.55	\$1,136.05	\$1,282.57	\$582.53	\$3,404.70	\$17,595.30	16.21%
23200	PAINT/PAINTING	\$400.00	\$125.56	\$94.17	\$0.00	\$0.00	\$219.73	\$180.27	54.93%
31100	CONSULTING SERVICES	\$13,500.00	\$0.00	\$2,730.00	\$125.00	\$530.00	\$3,385.00	\$10,115.00	25.07%
31200	ENGINEERING/ARCHITEC	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
31201	ENCUMBERED	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	100.00%
31300	LEGAL SERVICES	\$17,300.00	\$0.00	\$2,008.95	\$1,365.00	\$0.00	\$3,373.95	\$13,926.05	19.50%
31400	BUILDING SERVICES	\$30,000.00	\$1,970.05	\$6,426.00	\$7,648.51	\$2,215.87	\$18,260.43	\$11,739.57	60.87%
31500	MAINTENANCE	\$144,600.00	\$2,560.46	\$5,296.41	\$1,408.78	\$2,804.61	\$12,070.26	\$132,529.74	8.35%
31600	COMPUTER SERVICES	\$69,637.32	\$5,323.12	\$4,915.16	\$4,981.69	\$4,755.31	\$19,975.28	\$49,662.04	28.68%
31700	ADMIN/ACCOUNTING	\$46,900.00	\$955.77	\$7,426.22	\$4,434.42	\$3,204.63	\$16,021.04	\$30,878.96	34.16%
31750	COLLECTION AGENCY	\$20,000.00	\$0.00	\$1,652.80	\$1,342.50	\$1,602.05	\$4,597.35	\$15,402.65	22.99%
32100	TELEPHONE	\$32,700.00	\$2,375.83	\$2,551.58	\$2,341.97	\$2,419.91	\$9,689.29	\$23,010.71	29.63%
32150	CABLE TV SERVICE	\$0.00	\$4.76	\$4.76	\$4.45	\$4.45	\$18.42	-\$18.42	0.00%
32200	POSTAGE	\$25,000.00	\$1,832.03	\$950.99	\$1,761.60	\$1,200.15	\$5,744.77	\$19,255.23	22.98%
32300	TRAVEL EXPENSE	\$10,000.00	\$91.52	\$0.00	\$1,247.12	\$0.00	\$1,338.64	\$8,661.36	13.39%
32400	PROFESSIONAL	\$10,000.00	\$44.00	\$0.00	\$175.00	\$130.00	\$349.00	\$9,651.00	3.49%
32500	CONTINUING	\$10,000.00	\$0.00	\$199.00	\$199.00	\$0.00	\$398.00	\$9,602.00	3.98%
32600	FREIGHT/DELIVERY	\$1,600.00	\$0.00	\$16.62	\$0.00	\$0.00	\$16.62	\$1,583.38	1.04%
33100	ADVERTISING/PUBLICAT	\$2,700.00	\$249.77	\$368.42	\$1,117.09	\$250.16	\$1,985.44	\$714.56	73.53%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$63,400.00	\$0.00	\$14,714.00	\$51,856.00	\$756.00	\$67,326.00	-\$3,926.00	106.19%
35100	GAS	\$2,750.00	\$653.52	\$244.03	\$99.10	\$52.32	\$1,048.97	\$1,701.03	38.14%
35200	ELECTRICITY	\$296,400.00	\$28,843.24	\$31,350.10	\$27,265.24	\$22,094.70	\$109,553.28	\$186,846.72	36.96%
35300	WATER	\$27,300.00	\$1,001.46	\$1,704.66	\$347.17	\$1,196.13	\$4,249.42	\$23,050.58	15.57%
36100	BUILDING REPAIRS	\$22,000.00	\$1,844.00	\$6,471.81	\$5,000.00	\$0.00	\$13,315.81	\$8,684.19	60.53%
36300	OTHER	\$21,200.00	\$0.00	\$416.50	\$98.00	\$390.90	\$905.40	\$20,294.60	4.27%
36400	VEHICLE	\$11,000.00	\$15.00	\$2,685.99	\$343.53	\$14.00	\$3,058.52	\$7,941.48	27.80%
36500	MATERIALS	\$3,000.00	\$0.00	\$244.03	\$0.00	\$201.76	\$445.79	\$2,554.21	14.86%
37100	REAL ESTATE	\$38,200.00	\$9,514.40	-\$464.52	-\$71.80	-\$36.80	\$8,941.28	\$29,258.72	23.41%
38450	DATABASES	\$161,917.00	\$2,520.00	\$976.00	\$0.00	\$10,000.00	\$13,496.00	\$148,421.00	8.34%
38460	E-BOOKS	\$102,136.00	\$1,313.09	\$0.00	\$18,975.93	\$0.00	\$20,289.02	\$81,846.98	19.86%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
39100	DUES/INSTITUTIONAL	\$7,550.00	\$6,551.35	\$0.00	\$1,000.00	\$0.00	\$7,551.35	-\$1.35	100.02%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39500	EDUCATIONAL/LICENSIN	\$4,000.00	\$960.00	\$0.00	\$0.00	\$0.00	\$960.00	\$3,040.00	24.00%
44100	FURNITURE	\$10,000.00	\$0.00	\$768.00	\$0.00	\$0.00	\$768.00	\$9,232.00	7.68%
44300	OTHER EQUIPMENT	\$68,000.00	\$0.00	\$2,716.39	\$1,168.18	\$0.00	\$3,884.57	\$64,115.43	5.71%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
45100	BOOKS	\$548,250.00	\$40,680.14	\$35,841.52	\$50,181.59	\$42,470.05	\$169,173.30	\$379,076.70	30.86%
45200	PERIODICALS/NEWSPAPE	\$41,936.00	\$1,832.85	\$1.78	\$975.10	\$9.90	\$2,819.63	\$39,116.37	6.72%
45300	NONPRINT MATERIALS	\$345,961.00	\$21,602.21	\$24,729.71	\$30,382.67	\$24,258.95	\$100,973.54	\$244,987.46	29.19%
		\$8,011,683.99	\$577,797.10	\$622,425.33	\$642,391.43	\$531,430.14	\$2,374,044.00	\$5,637,639.99	29.63%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2014 to April 30, 2014

4 months = 33.3%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	YTD Amount	2014	2014
								YTD	%YTD
								Balance	Budget
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44300	OTHER EQUIPMENT	\$46,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,000.00	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
44600	IS EQUIPMENT	\$54,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$15,245.00	\$38,755.00	28.23%
		\$350,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$15,245.00	\$334,755.00	4.36%

MONROE COUNTY PUBLIC LIBRARY

Debt Service Budget & Expenditures Report

January 1, 2014 to Apr. 30, 2014
4 months = 33.3%

Object Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	2014 YTD Amt	2014	2014
							YTD	%YTD
							Balance	Budget
37100 REAL ESTATE	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$607,768.00	0.00%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$607,768.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2014 to April 30, 2014
4 months = 33.3%

Object	Object Descr	2014					2014	2014	2014
		Budget	Jan.	Feb.	Mar.	Apr.	YTD Amt	YTD Balance	%YTD Budget
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$0.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$23,657.66	-\$23,657.66	0.00%
31300	LEGAL SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
		\$400,000.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$23,657.66	\$376,342.34	5.91%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2014 to April 30, 2014
4 months = 33.3%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	YTD Amount	2014 YTD Balance	2014 %YTD Budget
11300	PROF/SUPERVISORS	\$62,658.60	\$4,819.94	\$4,819.94	\$4,819.94	\$4,819.94	\$19,279.76	\$43,378.84	30.77%
11400	PROFESSIONAL ASSISTANT	\$126,136.26	\$9,702.74	\$9,702.74	\$9,702.76	\$11,630.41	\$40,738.65	\$85,397.61	32.30%
11500	SPECIALIST/TECHNICIANS	\$0.00	\$0.00	\$0.00	\$0.00	\$6,582.09	\$6,582.09	-\$6,582.09	0.00%
11600	CLERICAL ASSISTANTS	\$181,897.62	\$14,077.62	\$14,185.13	\$13,748.70	\$7,169.78	\$49,181.23	\$132,716.39	27.04%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$22,950.00	\$1,691.79	\$1,700.17	\$1,672.13	\$1,787.86	\$6,851.95	\$16,098.05	29.86%
12300	PERF/EMPLOYER	\$32,238.12	\$2,487.06	\$1,244.13	\$3,735.77	\$2,714.74	\$10,181.70	\$22,056.42	31.58%
12350	PERF/EMPLOYEE CONTRIB.	\$8,635.32	\$666.16	\$333.24	\$1,000.63	\$727.15	\$2,727.18	\$5,908.14	31.58%
12400	INS/EMPLOYER CONTRIBUTION	\$73,000.00	\$12,936.51	\$10,190.94	\$4,743.25	\$4,711.85	\$32,582.55	\$40,417.45	44.63%
12500	MEDICARE/EMPLOYER	\$5,375.40	\$395.66	\$397.63	\$391.07	\$418.12	\$1,602.48	\$3,772.92	29.81%
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$111.96	\$0.00	\$0.00	\$111.96	\$388.04	22.39%
21400	DUPLICATING	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$0.00	\$37.29	\$0.00	\$37.29	\$962.71	3.73%
22700	VIDEO TAPE/MEDIA STORAGE	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
23000	IS SUPPLIES	\$1,000.00	\$0.00	\$87.00	\$0.00	\$0.00	\$87.00	\$913.00	8.70%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$871.12	\$0.00	\$349.62	\$0.00	\$1,220.74	\$8,779.26	12.21%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$361.00	\$0.00	\$1,362.00	\$1,723.00	\$8,277.00	17.23%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
31600	COMPUTER SERVICES	\$500.00	\$49.90	\$49.90	\$49.90	\$49.83	\$199.53	\$300.47	39.91%
31650	DIGITIZATION SERVICES	\$21,000.00	\$4,055.00	\$4,105.00	\$2,710.00	\$1,975.00	\$12,845.00	\$8,155.00	61.17%
31700	ADMIN/ACCOUNTING SERVICES	\$0.00	\$5.56	\$1.39	\$4.85	\$5.80	\$17.60	-\$17.60	0.00%
32100	TELEPHONE	\$3,700.00	\$251.13	\$0.00	\$499.99	\$232.01	\$983.13	\$2,716.87	26.57%
32150	CABLE TV SERVICE	\$0.00	\$11.12	\$11.12	\$10.39	\$10.39	\$43.02	-\$43.02	0.00%
32200	POSTAGE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL MTG/OFF SITE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32600	FREIGHT/DELIVERY	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100	REAL ESTATE RENTAL/PARKING	\$3,500.00	\$1,099.12	-\$78.16	-\$95.44	-\$95.44	\$830.08	\$2,669.92	23.72%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39500	EDUCATIONAL/LICENSING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS SERVICES	\$10,000.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$7,500.00	25.00%
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
44700	EQUIPMENT - CATS	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$664,141.32	\$53,120.43	\$49,723.13	\$43,380.85	\$44,101.53	\$190,325.94	\$473,815.38	28.66%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget & Expenditure Report

January 1, 2014 to April 30, 2014
4 months = 33.3%

Object	Object Descr	2014 Budget	Jan.	Feb.	Apr.	Mar.	YTD Amount	2014 YTD Balance	2014 %YTD Budget
39450	TRANSFER TO ANOTHER	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
		\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%

MONROE COUNTY PUBLIC LIBRARY

Gen. Obligation Bond Budget & Expenditure

January 1, 2014 to April 30, 2014
4 months = 33.3%

Object	Object Descr	2014					YTD	2014	2014
		Budget	Jan.	Feb.	Mar.	Apr.	Amount	YTD Balance	%YTD Budget
31100	CONSULTING	\$0.00	\$0.00	\$0.00	\$4,375.00	\$4,375.00	\$8,750.00	-\$8,750.00	0.00%
31200	ENGINEERING/ARCHIT	\$0.00	\$13,200.00	\$22,402.16	\$16,402.16	\$0.00	\$19,200.00	-\$19,200.00	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$44,831.57	\$0.00	\$22,415.78	\$0.00	\$67,247.35	-\$67,247.35	0.00%
44450	BUILDING	\$0.00	\$3,977.50	\$0.00	\$0.00	\$19,351.80	\$23,329.30	-\$23,329.30	0.00%
44600	IS EQUIPMENT	\$50,000.00	\$5,192.00	\$0.00	\$4,974.03	\$13,952.00	\$24,118.03	\$25,881.97	48.24%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$56.20	\$56.20	\$24,943.80	0.22%
44700	EQUIPMENT - CATS	\$45,000.00	\$20,680.00	\$2,797.00	\$8,056.97	\$0.00	\$31,533.97	\$13,466.03	70.08%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$125,000.00	\$87,881.07	\$25,199.16	\$23,419.62	\$37,735.00	\$174,234.85	-\$49,234.85	139.39%

MONROE COUNTY PUBLIC LIBRARY

05/06/14 12:30 PM

Page 1

Expenditure Summary compared to last year
2014 compared to 2013: Period Ending April

Fund	Fund Descr	2014 Budget	April 2014 Amt	2014 YTD Amt	2013 Budget	April 2013 Amt	2013 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,011,683.99	\$531,430.14	\$2,374,044.00	\$7,818,019.99	\$568,014.68	\$2,448,475.99	-3.04%
002	JAIL	\$0.00	\$520.96	\$1,189.67	\$0.00	\$581.92	\$1,302.61	-8.67%
003	CLEARING	\$0.00	\$55.93	\$96.57	\$0.00	\$1,345.26	\$1,345.26	-92.82%
004	GIFT UNRESTRICTED	\$0.00	\$2,126.22	\$2,126.22	\$0.00	\$0.00	\$150.81	1309.87%
005	PLAC	\$0.00	\$3,450.00	\$5,750.00	\$0.00	\$3,400.00	\$5,800.00	-0.86%
006	RETIREES	\$0.00	\$600.24	\$1,149.72	\$0.00	-\$6.40	\$4,382.90	-73.77%
007	LIRF	\$350,000.00	\$0.00	\$15,245.00	\$350,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$607,768.00	\$0.00	\$0.00	\$600,000.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$400,000.00	\$6,055.50	\$23,657.66	\$400,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$332,789.16	\$1,339,824.28	\$0.00	\$332,575.82	\$1,318,282.58	1.63%
011	INVESTMENT-GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$0.00	\$5,872.98	\$17,910.17	\$0.00	\$4,996.19	\$23,251.85	-22.97%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATION	\$0.00	\$6,791.04	\$27,424.37	\$101,850.00	\$4,180.72	\$21,970.11	24.83%
020	SPECIAL REVENUE	\$664,141.32	\$44,101.53	\$190,325.94	\$632,213.49	\$42,734.71	\$181,034.05	5.13%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$418,856.68	\$10,975.00	\$0.00	\$10,817.71	3771.95%
022	GATES HARDWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
024	FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$12,617.32	-100.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	GENERAL	\$125,000.00	\$37,735.00	\$174,234.85	\$133,000.00	\$14,679.42	\$86,009.13	102.58%
027	COMMUNITY FDTN	\$27,485.00	\$1,860.08	\$6,619.68	\$26,000.00	\$628.85	\$628.85	952.66%
028	FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$10,186,078.31	\$973,388.78	\$4,598,454.81	\$10,072,058.48	\$973,331.17	\$4,116,069.17	11.72%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 001 OPERATING								
PROPERTY	\$5,350,596.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,350,596.00	0.00%
INTANGIBLES TAX	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0.00%
LICENSE EXCISE TAX	\$279,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$279,000.00	0.00%
COUNTY OPTION	\$1,968,168.00	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$656,055.92	\$1,312,112.08	33.33%
COMMERCIAL	\$45,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,700.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$466.30	\$384.79	\$301.85	\$633.19	\$1,786.13	-\$1,786.13	0.00%
LOST/DAMAGED	\$0.00	\$2,791.83	\$1,925.10	\$2,068.66	\$1,850.18	\$8,635.77	-\$8,635.77	0.00%
FINES	\$175,000.00	\$12,077.48	\$12,857.50	\$13,864.48	\$11,003.57	\$49,803.03	\$125,196.97	28.46%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$767.70	\$1,287.50	\$0.00	\$1,729.36	\$3,784.56	\$8,715.44	30.28%
MISCELLANEOUS	\$0.00	\$88.76	\$101.40	\$116.25	\$134.60	\$441.01	-\$441.01	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$28.77	\$16.00	\$50.40	\$28.62	\$123.79	-\$123.79	0.00%
OBITS	\$0.00	\$184.00	\$99.00	\$174.00	\$573.00	\$1,030.00	-\$1,030.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$11,000.00	\$1,312.98	\$1,106.77	\$1,107.10	\$515.97	\$4,042.82	\$6,957.18	36.75%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$1,000.00	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	\$775.00	22.50%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$7,873,464.00	\$181,731.80	\$181,792.04	\$181,921.72	\$180,482.47	\$725,928.03	\$7,147,535.97	9.22%
Fund 002 JAIL								
RECEIPTS	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING								
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$135.57	\$0.00	\$8,003.45	\$8,139.02	-\$8,139.02	0.00%
Fund 003 CLEARING	\$0.00	\$0.00	\$135.57	\$0.00	\$8,003.45	\$8,139.02	-\$8,139.02	0.00%
Fund 004 GIFT UNRESTRICTED								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$96.81	\$170.11	\$1,113.58	\$237.32	\$1,617.82	-\$1,617.82	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$96.81	\$170.11	\$1,113.58	\$237.32	\$1,617.82	-\$1,617.82	0.00%
Fund 005 PLAC								
PUBLIC LIBRARY	\$0.00	\$1,100.00	\$950.00	\$1,400.00	\$950.00	\$4,400.00	-\$4,400.00	0.00%
Fund 005 PLAC	\$0.00	\$1,100.00	\$950.00	\$1,400.00	\$950.00	\$4,400.00	-\$4,400.00	0.00%
Fund 006 RETIREES								
RETIREES INSURANCE	\$0.00	\$137.37	\$137.37	\$137.37	\$600.24	\$1,012.35	-\$1,012.35	0.00%
Fund 006 RETIREES	\$0.00	\$137.37	\$137.37	\$137.37	\$600.24	\$1,012.35	-\$1,012.35	0.00%
Fund 007 LIRF								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT SERVICE								
PROPERTY	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600,000.00	0.00%
INTANGIBLES TAX	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
LICENSE EXCISE TAX	\$32,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$639,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$639,000.00	0.00%
Fund 009 RAINY DAY								
COUNTY OPTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
Fund 009 RAINY DAY	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 010 PAYROLL								
GROSS PAYROLL	\$0.00	\$328,758.87	\$334,953.02	\$328,093.13	\$332,789.16	\$1,324,594.18	-\$1,324,594.18	0.00%
Fund 010 PAYROLL	\$0.00	\$328,758.87	\$334,953.02	\$328,093.13	\$332,789.16	\$1,324,594.18	-\$1,324,594.18	0.00%
Fund 013 PETTY CASH								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$4,073.97	\$0.00	\$4,073.97	-\$4,073.97	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$740.00	\$1,440.00	\$4,205.60	\$3,000.00	\$9,385.60	-\$9,385.60	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$740.00	\$1,440.00	\$8,279.57	\$3,000.00	\$13,459.57	-\$13,459.57	0.00%
Fund 019 GIFT-FOUNDATION								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$48,474.15	\$0.00	\$48,474.15	-\$48,474.15	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$0.00	\$48,474.15	\$0.00	\$48,474.15	-\$48,474.15	0.00%
Fund 020 SPECIAL REVENUE								
MISCELLANEOUS	\$0.00	\$200.00	\$50.00	\$175.00	\$210.00	\$635.00	-\$635.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$99,392.00	\$0.00	\$99,392.00	\$198,784.00	-\$198,784.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$58,310.00	\$0.00	\$58,310.00	-\$58,310.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$3,532.50	\$0.00	\$3,532.50	-\$3,532.50	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$200.00	\$99,442.00	\$62,017.50	\$99,602.00	\$261,261.50	-\$261,261.50	0.00%
Fund 021 CAPITAL PROJECTS								
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 GENERAL OBLIGATION BOND								
BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 GENERAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 027 COMMUNITY FDTN GRANT								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	-\$10,000.00	0.00%
Fund 027 COMMUNITY	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	-\$10,000.00	0.00%
Fund 028 FINRA 2014								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$8,512,464.00	\$931,621.53	\$625,020.11	\$641,437.02	\$625,664.64	\$2,823,743.30	\$5,688,720.70	33.17%

MONROE COUNTY PUBLIC LIBRARY

05/06/14 12:22 PM

Page 1

Cash Balances by fund

Current Period: April 2014

FUND Descr	04/01/14	MTD Debit	MTD Credit	04/30/14	Bal Sht Descr
OPERATING	\$1,914.57	\$0.33	\$0.00	\$1,914.90	CHASE/BANK ONE SAVINGS
OPERATING	\$16,961.57	\$7,110.53	\$20,248.84	\$3,823.26	ONB/MONROE BANK CHECKING
OPERATING	\$25,085.33	\$8,400.46	\$28,913.13	\$4,572.66	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$169,750.82	\$612,519.35	\$540,712.59	-\$97,944.06	FIFTH THIRD BANK CHECKING
OPERATING	\$389,617.94	\$514.16	\$389,617.94	\$514.16	FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	\$263,828.59	\$628,544.83	\$979,492.50	-\$87,119.08	
JAIL	\$5,331.29	\$0.00	\$520.96	\$4,810.33	FIFTH THIRD BANK CHECKING
Fund 002 JAIL	\$5,331.29	\$0.00	\$520.96	\$4,810.33	
CLEARING	\$1,780.23	\$8,139.02	\$55.93	\$9,863.32	FIFTH THIRD BANK CHECKING
Fund 003 CLEARING	\$1,780.23	\$8,139.02	\$55.93	\$9,863.32	
GIFT UNRESTRICTED	\$1,291.19	\$232.32	\$1,349.51	\$174.00	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$12.00	\$5.00	\$14.00	\$3.00	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$9,422.98	\$1,363.51	\$2,126.22	\$8,660.27	FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$10,726.17	\$1,600.83	\$3,489.73	\$8,837.27	
PLAC	\$1,680.00	\$800.00	\$2,130.00	\$350.00	GERMAN AMER./UNITED COMMERCE
PLAC	\$1,118.98	\$2,931.02	\$3,450.00	\$600.00	FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$2,798.98	\$3,731.02	\$5,580.00	\$950.00	
RETIREEES	\$0.00	\$462.87	\$0.00	\$462.87	ONB/MONROE BANK CHECKING
RETIREEES	-\$137.37	\$274.74	\$737.61	-\$600.24	FIFTH THIRD BANK CHECKING
Fund 006 RETIREEES	-\$137.37	\$737.61	\$737.61	-\$137.37	
LIRF	\$10,013.55	\$0.00	\$0.00	\$10,013.55	CHASE/BANK ONE SAVINGS
LIRF	\$5,447.32	\$0.00	\$0.00	\$5,447.32	FIFTH THIRD BANK CHECKING
LIRF	\$803,518.58	\$0.00	\$0.00	\$803,518.58	FIFTH THIRD BANK SAVINGS
LIRF	\$500.00	\$0.00	\$0.00	\$500.00	5-3 LIQUIDITY MGMT ACCT
LIRF	\$500,000.00	\$0.00	\$0.00	\$500,000.00	INVESTMENT CD s
Fund 007 LIRF	\$1,319,479.45	\$0.00	\$0.00	\$1,319,479.45	
DEBT SERVICE	\$55,336.95	\$0.00	\$0.00	\$55,336.95	FIFTH THIRD BANK CHECKING
DEBT SERVICE	\$18,214.08	\$0.00	\$0.00	\$18,214.08	FIFTH THIRD BANK SAVINGS
Fund 008 DEBT SERVICE	\$73,551.03	\$0.00	\$0.00	\$73,551.03	
RAINY DAY	\$24,840.04	\$0.00	\$6,055.50	\$18,784.54	FIFTH THIRD BANK CHECKING
RAINY DAY	\$1,452,423.86	\$0.00	\$0.00	\$1,452,423.86	FIFTH THIRD BANK SAVINGS
RAINY DAY	\$500.00	\$0.00	\$0.00	\$500.00	5-3 LIQUIDITY MGMT ACCT
RAINY DAY	\$500,000.00	\$0.00	\$0.00	\$500,000.00	INVESTMENT CD s

FUND Descr	04/01/14	MTD Debit	MTD Credit	04/30/14	Bal Sht Descr
Fund 009 RAINY DAY	\$1,977,763.90	\$0.00	\$6,055.50	\$1,971,708.40	
GIFT-RESTRICED	\$2,245.00	\$3,000.00	\$3,245.00	\$2,000.00	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$31,969.67	\$3,862.15	\$5,872.98	\$29,958.84	FIFTH THIRD BANK CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	FIFTH THIRD BANK SAVINGS
Fund 016 GIFT-RESTRICED	\$84,214.67	\$6,862.15	\$9,117.98	\$81,958.84	
GIFT-FOUNDATION	\$50,933.75	\$216.61	\$6,791.04	\$44,359.32	FIFTH THIRD BANK CHECKING
Fund 019 GIFT-FOUNDATION	\$50,933.75	\$216.61	\$6,791.04	\$44,359.32	
SPECIAL REVENUE	\$228.48	\$210.00	\$331.52	\$106.96	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	\$109,835.73	\$99,813.16	\$44,191.17	\$165,457.72	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$155,000.00	\$0.00	\$0.00	\$155,000.00	FIFTH THIRD BANK SAVINGS
Fund 020 SPECIAL REVENUE	\$265,064.21	\$100,023.16	\$44,522.69	\$320,564.68	
FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	FIFTH THIRD BANK CHECKING
Fund 024 FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	
GENERAL OBLIGATION BOND	\$26,295.39	\$60,382.06	\$37,735.00	\$48,942.45	FIFTH THIRD BANK CHECKING
GENERAL OBLIGATION BOND	\$1,329,441.92	\$0.00	\$60,382.06	\$1,269,059.86	FIFTH THIRD BANK SAVINGS
Fund 026 GENERAL OBLIGATION BOND	\$1,355,737.31	\$60,382.06	\$98,117.06	\$1,318,002.31	
COMMUNITY FDTN GRANT	\$758.86	\$10,000.00	\$1,860.08	\$8,898.78	FIFTH THIRD BANK CHECKING
Fund 027 COMMUNITY FDTN GRANT	\$758.86	\$10,000.00	\$1,860.08	\$8,898.78	
	\$5,412,217.01	\$820,237.29	\$1,156,341.08	\$5,076,113.22	

MONROE COUNTY PUBLIC LIBRARY

05/06/14 10:01 AM
Page 1

***Check Reconciliation©**

CHASE BANK SAVINGS

06110 BANKONESV

April 2014

Account Summary

Beginning Balance	4/1/2014	\$11,928.12
+ Receipts/Deposits		\$0.33
- Payments (Checks and		\$0.00
Ending Balance as	4/30/2014	\$11,928.45

Check Book

Active	G 001-06110	OPERATING	\$1,914.90
Active	G 004-06110	GIFT UNRESTRICTED	\$0.00
Active	G 007-06110	LIRF	\$10,013.55
Active	G 008-06110	DEBT SERVICE	\$0.00
Active	G 009-06110	RAINY DAY	\$0.00
Active	G 010-06110	PAYROLL	\$0.00
Active	G 016-06110	GIFT-RESTRICED	\$0.00
Active	G 017-06110	LEVY EXCESS	\$0.00
Active	G 019-06110	GIFT-FOUNDATION	\$0.00
Active	G 021-06110	CAPITAL PROJECTS	\$0.00
		Cash	\$11,928.45

Beginng Balance	\$11,928.12
+ Total Deposits	\$0.33
- Checks Written	\$0.00

Check Book	\$11,928.45
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

05/06/14 10:14 AM
Page 1

***Check Reconciliation©**
ONB MONROE CHECKING
06300 ONB/MONROE
April 2014

Account Summary

Beginning Balance	4/1/2014	\$31,500.96
+ Receipts/Deposits		\$18,959.17
- Payments (Checks and		\$44,000.00
Ending Balance as	4/30/2014	\$6,460.13

Check Book

Active	G 001-06300	OPERATING	\$3,823.26
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$174.00
Active	G 005-06300	PLAC	\$0.00
Active	G 006-06300	RETIREEES	\$462.87
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$2,000.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
		Cash	\$6,460.13
	Beginng Balance	\$31,500.96	
	+ Total Deposits	\$18,959.17	
	- Checks Written	\$44,000.00	
	Check Book	\$6,460.13	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

05/06/14 10:28 AM
Page 1

***Check Reconciliation©**
GERMAN-AMER/UNITED C
06400 GER AME/UC
April 2014

Account Summary

Beginning Balance	4/1/2014	\$27,622.96
+ Receipts/Deposits		\$9,409.66
- Payments (Checks and		\$32,000.00
Ending Balance as	4/30/2014	\$5,032.62

Check Book

Active	G 001-06400	OPERATING	\$4,572.66
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$3.00
Active	G 005-06400	PLAC	\$350.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$106.96
		Cash	\$5,032.62
	Beginng Balance	\$27,622.96	
	+ Total Deposits	\$9,409.66	
	- Checks Written	\$32,000.00	
	Check Book	\$5,032.62	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

05/06/14 10:54 AM
Page 1

***Check Reconciliation©**

FIFTH THIRD CHECKING

06500 FIFTHCKNG

April 2014

Account Summary

Beginning Balance	4/1/2014	\$249,110.46
+ Receipts/Deposits		\$790,004.64
- Payments (Checks and		\$667,109.47
Ending Balance as	4/30/2014	\$372,005.63

Check Book

Active	G 001-06500	OPERATING	-\$97,944.06
Active	G 002-06500	JAIL	\$4,810.33
Active	G 003-06500	CLEARING	\$9,863.32
Active	G 004-06500	GIFT UNRESTRICTED	\$8,660.27
Active	G 005-06500	PLAC	\$600.00
Active	G 006-06500	RETIREES	-\$600.24
Active	G 007-06500	LIRF	\$5,447.32
Active	G 008-06500	DEBT SERVICE	\$55,336.95
Active	G 009-06500	RAINY DAY	\$18,784.54
Active	G 010-06500	PAYROLL	\$0.00
Active	G 016-06500	GIFT-RESTRICED	\$29,958.84
Active	G 019-06500	GIFT-FOUNDATION	\$44,359.32
Active	G 020-06500	SPECIAL REVENUE	\$165,457.72
Active	G 021-06500	CAPITAL PROJECTS	\$0.00
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$385.94
Active	G 025-06500	LSTA-SMITHVILLE	\$0.00
Active	G 026-06500	GENERAL OBLIGATION	\$48,942.45
Active	G 027-06500	COMMUNITY FDTN	\$8,898.78
Active	G 028-06500	FINRA 2014	\$0.00
		Cash	\$302,961.48
	Beginng Balance		\$249,110.46
	+ Total Deposits		\$790,004.64
	- Checks Written		\$736,153.62
	Check Book		\$302,961.48
	O/S Checks		\$69,044.15

MONROE COUNTY PUBLIC LIBRARY

05/06/14 11:04 AM
Page 1

***Check Reconciliation©**

FIFTH THIRD SAVINGS

06510 FIFTHSAVG

April 2014

Account Summary

Beginning Balance	4/1/2014	\$4,198,216.38
+ Receipts/Deposits		\$514.16
- Payments (Checks and		\$450,000.00
Ending Balance as	4/30/2014	\$3,748,730.54

Check Book

Active	G 001-06510	OPERATING	\$514.16
Active	G 007-06510	LIRF	\$803,518.58
Active	G 008-06510	DEBT SERVICE	\$18,214.08
Active	G 009-06510	RAINY DAY	\$1,452,423.86
Active	G 016-06510	GIFT-RESTRICED	\$50,000.00
Active	G 020-06510	SPECIAL REVENUE	\$155,000.00
Active	G 021-06510	CAPITAL PROJECTS	\$0.00
Active	G 025-06510	LSTA-SMITHVILLE	\$0.00
Active	G 026-06510	GENERAL OBLIGATION	\$1,269,059.86
		Cash	\$3,748,730.54

Beginng Balance	\$4,198,216.38
+ Total Deposits	\$514.16
- Checks Written	\$450,000.00

Check Book	\$3,748,730.54
Difference	\$0.00

General Obligation Bond and Other Capital Spending

Update: May 2014

Projects	Bond	Operating Fund 2013-14	Rainy Day Fund 2013-14	Rainy Day Addt'l App	LIRF 2014	Total	Contract	Variance	Spending as of 4-30-14
	Budget	Budget	Budget			Budget			
Renovation	\$375,000		\$370,000	\$500,000	\$210,755	\$1,455,755	\$1,337,000	(\$118,755)	
Renovation Architect 2013-2014	\$0	\$20,000	\$60,000			\$80,000	\$90,749	\$10,749	\$68,062
Digital Creativity Equipment - 2014		\$46,000			\$54,000	\$100,000			
Scanner - Indiana Room					\$15,245				\$15,245
Cable / wifi install - renovation					\$70,000				
Roof (inc. engineer \$19,900)	\$400,000					\$400,000	\$272,400	(\$127,600)	
Chillers (inc engineer \$24,000)	\$300,000					\$300,000	\$335,700	\$35,700	\$38,552
Phone System (inc consultant \$11,375)	\$100,000					\$100,000	\$101,038	\$1,038	\$78,622
IT Network Upgrade	\$80,000					\$80,000	\$76,931	(\$3,069)	\$68,931
1B/1C Meeting Room Partition	\$20,000					\$20,000	\$11,150	(\$8,850)	
Ellettsville Reference Desk	\$25,000					\$25,000	\$7,995	(\$17,005)	\$7,955
Library Technology Allocation - 3 yrs	\$233,000					\$233,000			\$87,118
CATS Technology Allocation - 3 yrs	\$150,000					\$150,000			\$68,489
Completed:									
Landscaping-Main Library	\$42,000					\$42,000	\$42,829	\$829	\$42,829
Replace 1993 Van	\$25,000					\$25,000	\$24,075	(\$925)	\$24,075
Bond issuance cost/legal expenses	\$50,000					\$50,000	\$47,873	(\$2,127)	\$47,873
Total	\$1,800,000	\$66,000	\$430,000	\$500,000	\$350,000	\$3,060,755	\$2,347,740	(\$230,015)	\$547,751

Current balance Rainy Day Fund: \$1,995,366

Current balance Library Improvement Reserve Fund: \$1,334,724

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: May 21, 2014

Beginning Employment

- Kevin MacDowell, Teen Services and Digital Creativity, Manager, Pay Grade J, 37.5 hours per week, effective May 5, 2014.
- Kristina Wiltsee, Circulation, Circulation Clerk, Pay Grade C, 20 hours per week effective May 19, 2014.
- Courtney Rishel, Administration, Temporary Support Assistant, Pay Grade B, up to 19 hours per week, effective May 13 through August 22, 2014.
- Trae Carroll, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.
- Madison Crowe, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.
- Lehua Alpaca, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.
- Landon Henderson, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.
- Amelia Weller, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.
- Dhruvi Patel, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 12, 2014.

Ending Employment

- Meredith Hylton, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 4, 2014.
- Vicky Gose, Facilities, Security Technician, Pay Grade E, 20 hours per week effective May 10, 2014.

Job Changes

- Rob Stockwell, CATS, from Production Assistant, Pay Grade D, 37.5 hours per week to Equipment Operations Associate, Pay Grade H, 37.5 hours per week effective April 21, 2014.
- Jared Cheek, Circulation, from Page Team Leader, Pay Grade B, 25 hours per week to Circulation Clerk, Pay Grade C, 20 hours per week effective May 19, 2014.
- Lucas Porter, Circulation, from Page, Pay Grade A, 15-18 hours per week to Page Team Leader, Pay Grade B, 25 hours per week effective May 19, 2014.
- Ian Hoagland, Circulation, Page, Pay Grade A, 15-18 hours per week to Circulation, Page Team Leader, Pay Grade B, 25 hours per week effective April 27, 2014.
- John Mosora, Facilities, Maintenance Specialist, Pay Grade G, 37.5 hours per week to Maintenance Assistant, Pay grade F, 37.5 hours per week effective May 12, 2014.
- Ryan Stacy, Adult Services, FINRA Grant Project Librarian, Pay Grade H, 20 hours per week, while maintaining Reference Assistant position, Pay Grade F, 17.5 hours per week. Grant ends in the spring of 2016.

Temporary Additional Hours as Reference Assistant

- Brianna Bush, Circulation, to Adult Services, Temporary Reference Assistant, Pay Grade F, up to 20 hours per week, effective May 12 through August 17, 2014.

- Amy Hamilton, Ellettsville, to Adult Services, Temporary Reference Assistant, Pay Grade F, up to 20 hours per week, effective May 12 through August 17, 2014.
- Justen Warne, Circulation, to Adult Services, Temporary Reference Assistant, Pay Grade F, up to 20 hours per week, effective May 12 through August 17, 2014.
- Jacoba Wells, Circulation, to Adult Services, Temporary Reference Assistant, Pay Grade F, up to 20 hours per week, effective May 12 through August 17, 2014.
- Virginia Hosler, Circulation, to Children's Services, Temporary Reference Assistant, Pay Grade F, 20 hours per week, while maintaining Circulation Clerk position, Pay Grade C, 17.5 hours per week, effective May 19 through June 29, 2014.

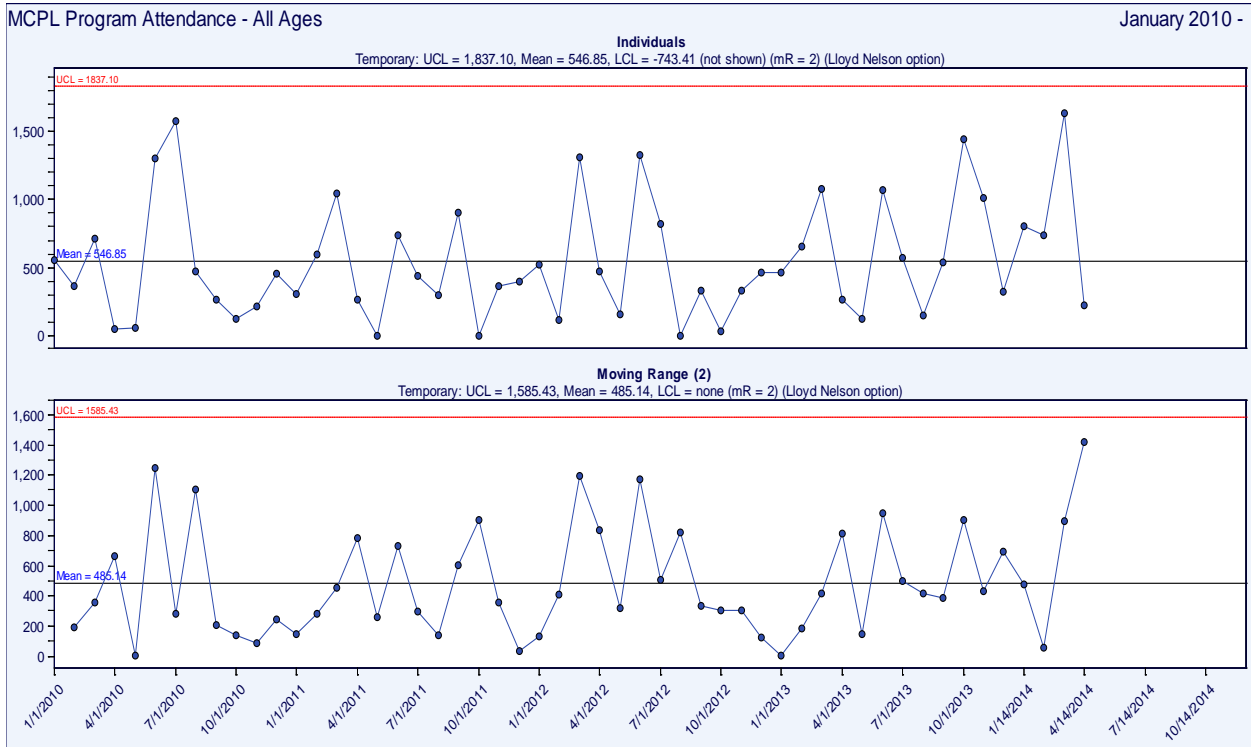
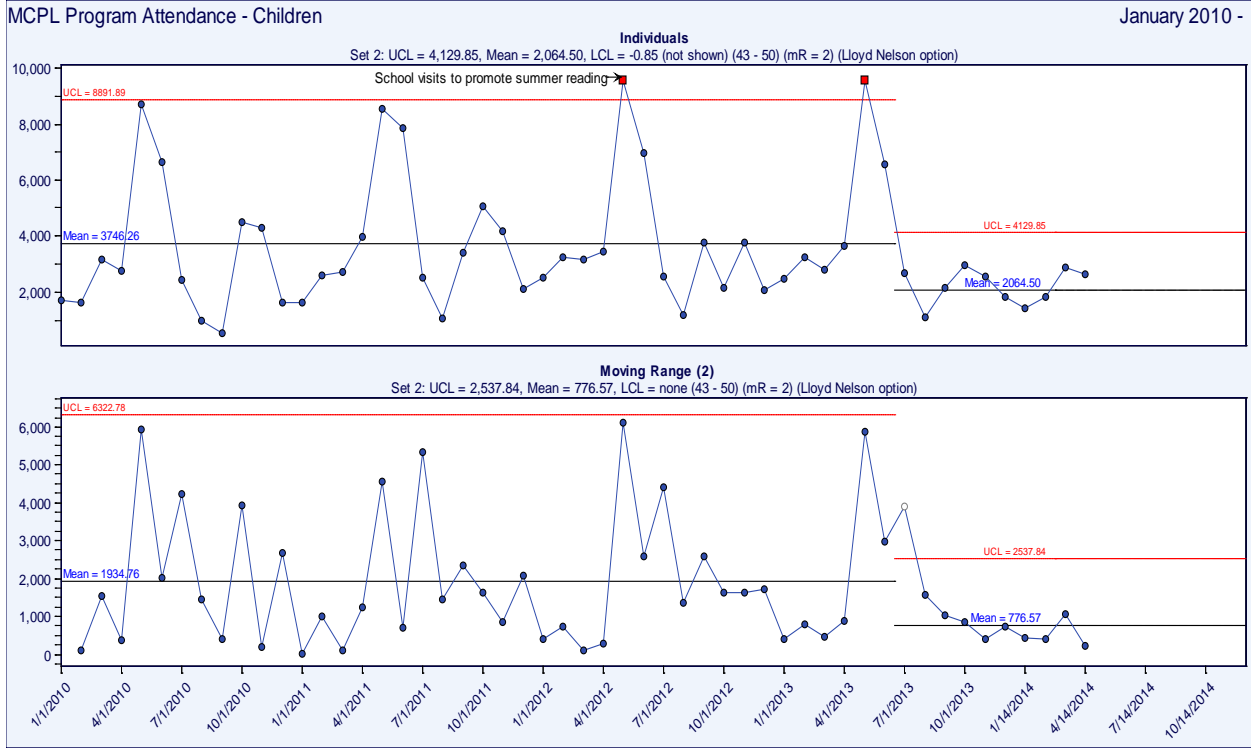
Temporary Additional Hours to Assist with Movies and Music Moving

- Lark Farlee, Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through June 15, 2014.
- Sam Hine, Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through June 15, 2014.
- Jack Kovalski, Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through June 15, 2014.
- Lucas Porter, , Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through May 18, 2014.
- Mary Stalcup, Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through June 15, 2014.
- Jake Stone, Circulation, Page, Pay Grade A, temporary increase in hours from 15-18 hours per week to 25 hours per week, effective April 28 through June 15, 2014.

2014 Board of Trustees Calendar

January	8	Work Session	Conflict of Interest forms; officer slate presented
	15	Board Meeting	Budget line-item transfers; officer slate approved; El Centro contract
	15	Board of Finance	Review Investment Report and Policy
February	12	Work Session	
	19	Board Meeting	Election of Board Officers
March	12	Work Session	
	26	Board Meeting	Update: Communications & Marketing/Michael Hoerger
April	2	Special Work Session	Presentation of Renovation Contractor Recommendation for Main Renovation
	9	Special Board Meeting/Work Session	Action item: Contractor for Main Renovation
	16	Board Meeting	Update: It's Your Money/Steve Backs
May	14	Work Session	
	21	Board Meeting	Update: Partnerships/Josh Wolf
June	11	Work Session	
	18	Board Meeting	Update: Staff Development/Marilyn Wood
July	9	Work Session	Draft 2015 Budget
	16	Board Meeting	Update: Value of HR/Kyle Wickemeyer-Hardy
August	13	Work Session	Revise 2015 Budget
	20	Board Meeting	Approve 2015 Budget for advertising; Update: Content and Collections - Mickey Needham and Pam Wasmer
September	10	Work Session	
	17	Board Meeting	2015 Budget; Update: Ellettsville/Mickey Needham
	17	Public Hearing	Public Hearing on 2015 Budget
October	8	Work Session	2015 Budget, as recommended by County Council
	15	Board Meeting	Adopt 2015 Budget; Update: Community Outreach/Chris Jackson
November	12	Work Session	
	19	Board Meeting	Approve 2015 employee insurance package; review Internet and Computer Use Policy; Update: CATS/Michael White
December	10	Work Session	
	17	Board Meeting	Approve 2015 salary schedule, holiday schedule, pay grade schedule, director's salary; CATS contracts; Update: Social Media/Michael Hoerger

GOAL 1: Strengthen 21st century literacy skills.



1A. Strengthen early literacy skills.

- The theme for this month's Head Start storytimes, presented to 20 separate classes, was "Bugs." Outreach librarian Polly O'Shea read *Aaaarrgghh! Spider!* by Lydia Monks, which led to a discussion about keeping bugs as pets. She then presented *The Very Hungry Caterpillar* as a feltboard story and, with the kids, performed the action song "On My Toe" about a dancing flea and the fingerplay "Sleepy Caterpillar". At the end she presented the silly song "Five Little Flies" with the help of five fly puppets and a stuffed cow.
- Penny Gillie and other members of the Edgewood Early Childhood Center's PIE Team met to plan the program for the spring "Family Literacy Night" coming on June 3.
- After meeting and assessing demand, Children's Services decided to offer one "Sensory Storytime" per month through the spring and summer. More than 20 children and caregivers attended the April Program, which included a variety of sensory immersion activities along with the stories. Additionally, Mary Frasier visited four preschool classes and presented programs for 73 children with special needs.
- Children's Services presented 13 in-house early literacy programs for 254 babies and caregivers, and two off-site programs for 52 babies and caregivers.

1B. Support basic literacy skills.

- VITAL tutors provided 396 hours of one-to-one tutoring to 100 learners in April.
- Edgewood Primary School had a *Literacy Lock-in* program for second graders. This afterschool program included storytelling by Stephanie Holman. Stephanie told stories while the children snuggled around a pretend campfire in their pajamas.
- The annual Young Author's Conference was held at the Edgewood Primary School. Children heard from an author and then rotated through literacy and book-related stations – one of which was a storytelling station from the Ellettsville Branch.
- Lisa Champelli discussed library services and library cards with 83 parents and children at Rogers Elementary School and led an instructional tour for 23 Fairview third graders.

1C. Serve as a community resource for digital literacy.

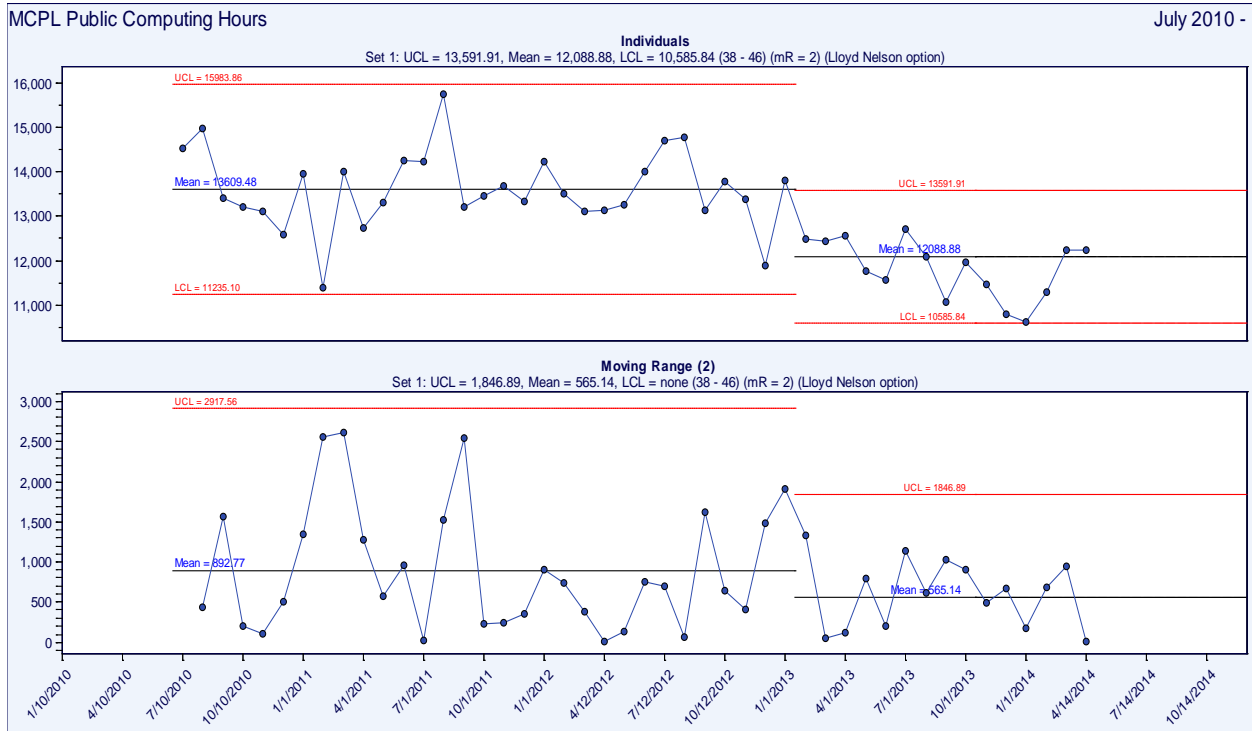
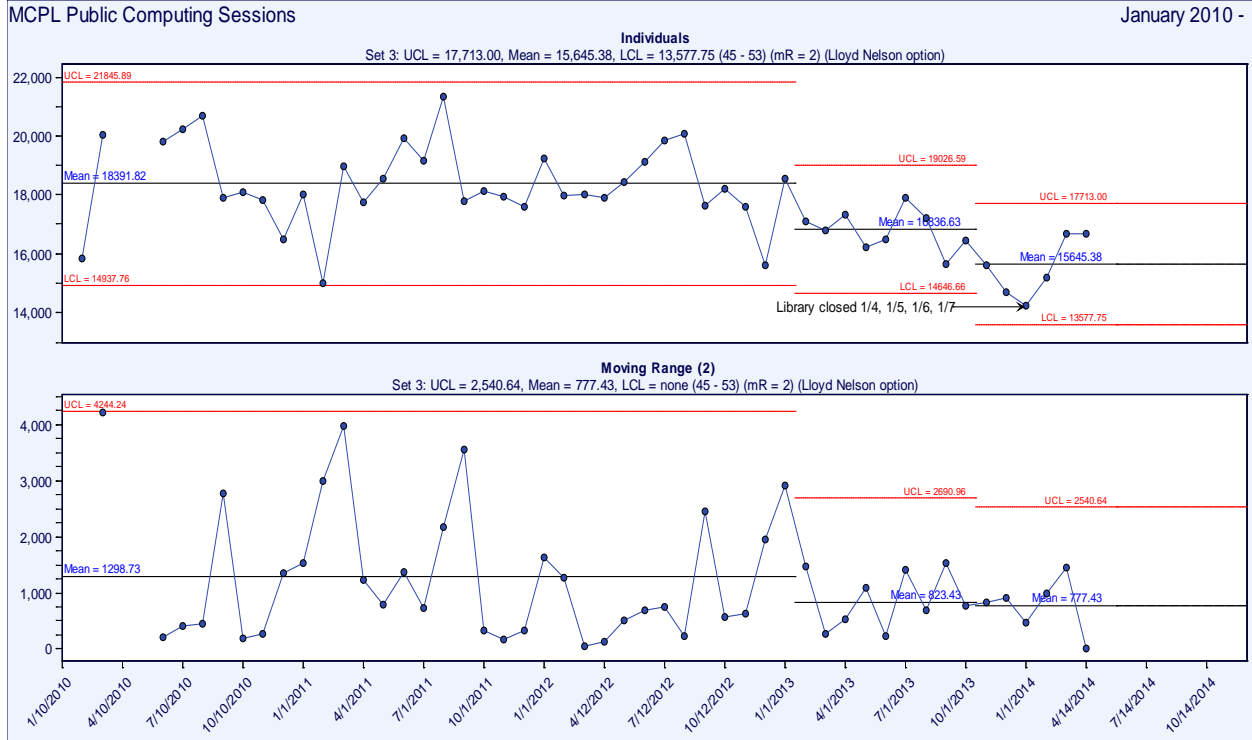
- MCPL library cards were delivered to Jackson Creek Middle School, Batchelor Middle School, and Grandview Elementary School in April. As each new school is added, we learn more ways to improve this partnership.
- The Ellettsville Branch provided training to two patrons in individualized technology training sessions.

1D. Support digital creativity.

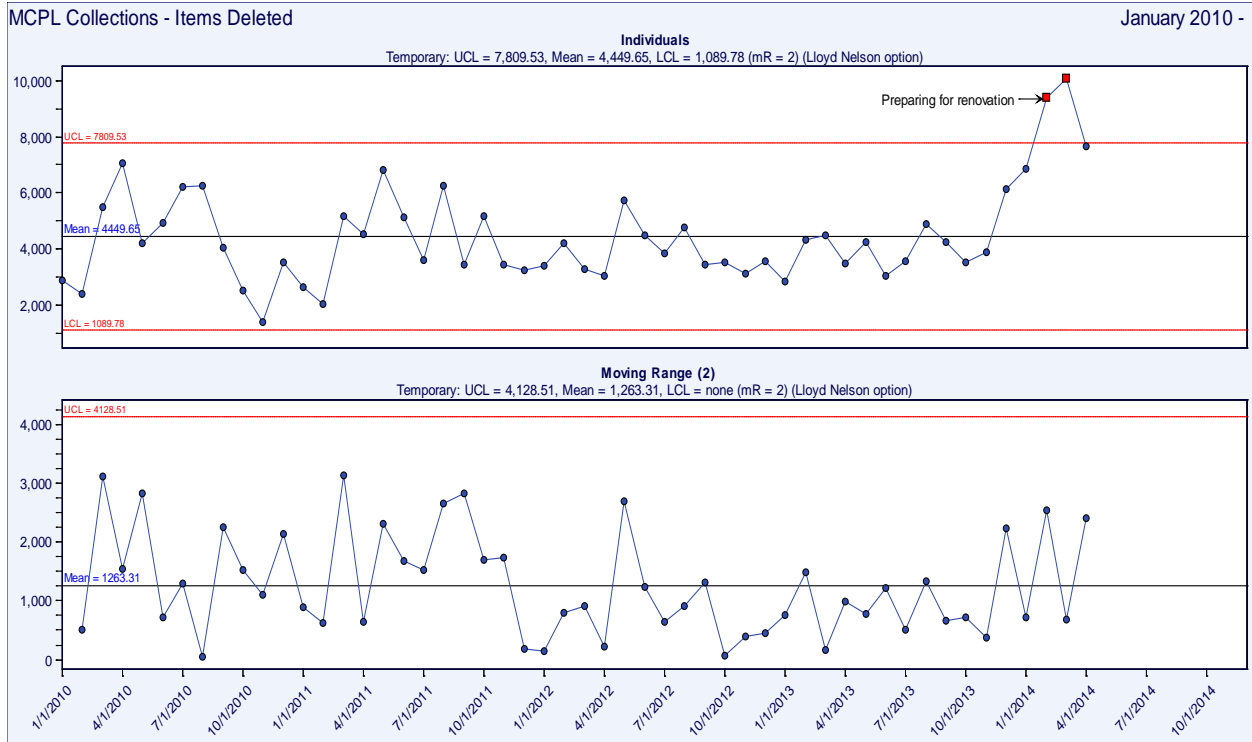
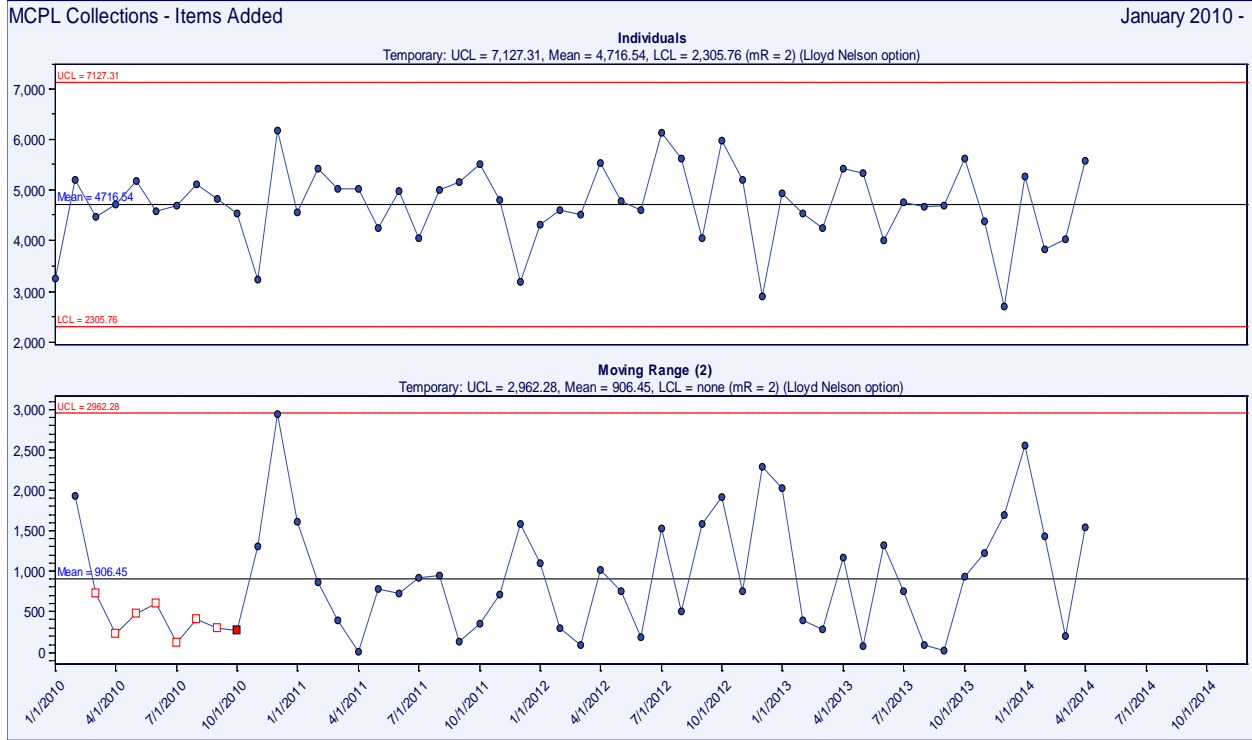
- Mickey Needham and Chris Hosler worked with Richland Bean Blossom Schools staff to establish a continuation of the schools' coding club as a series of summer programs at the library.

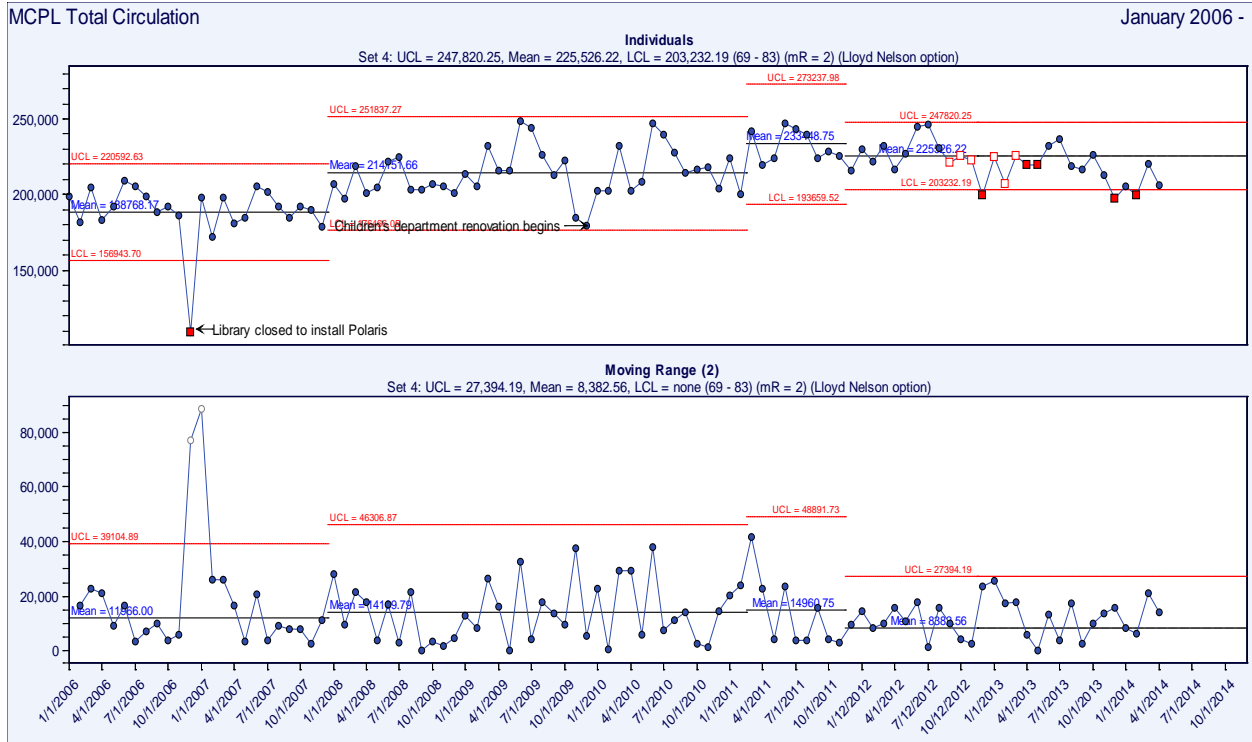
1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.

- Circulation staff completed shifting of all Adult non-fiction print materials from 0-999 to accommodate new locations for Young Adult and Graphic Novels. The move anticipates the relocation of movies and music to the second floor and development of new teen and digital creativity spaces.
- Ryan Stacy and Christine Eykholt Friesel attended a meeting with a group archiving local history with the *Herald-Times* photo collection. This informal organization includes members of the Monroe County History Club who are working to scan and index parts of the photo collection at the *H-T*. The Indiana Room is investigating a partnership with them to support the Monroe County Timeline.

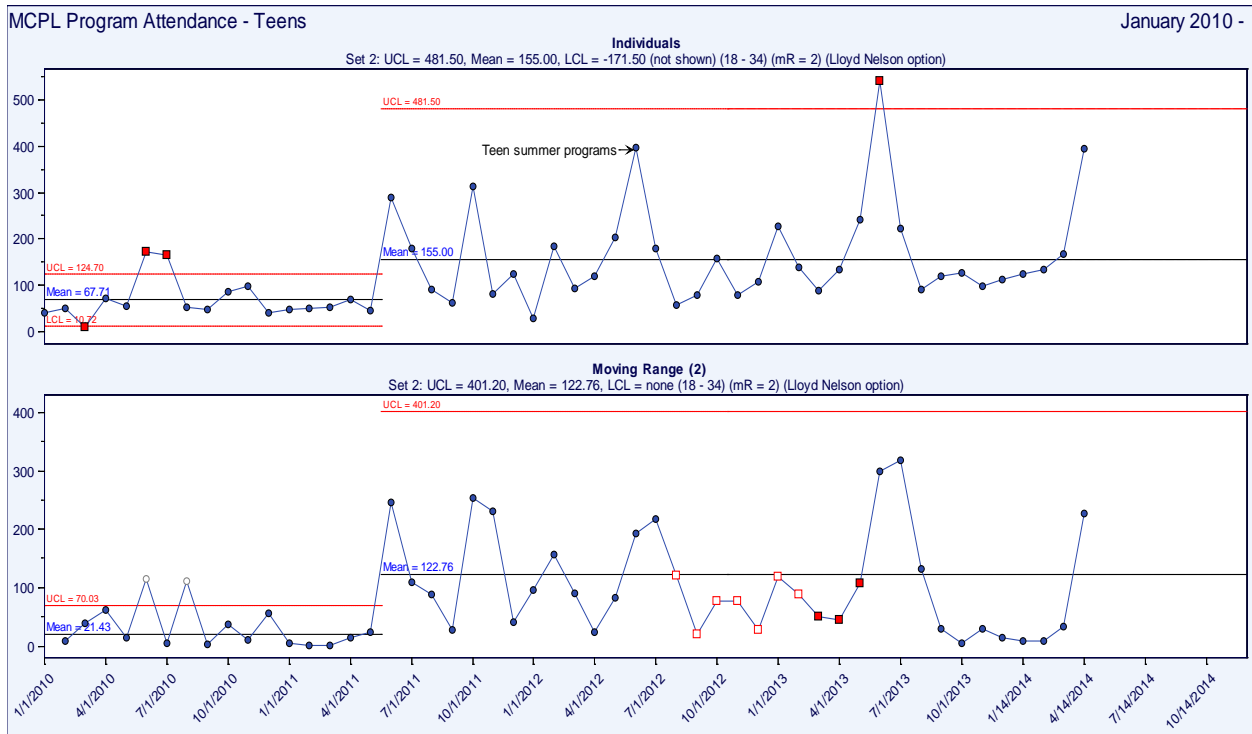


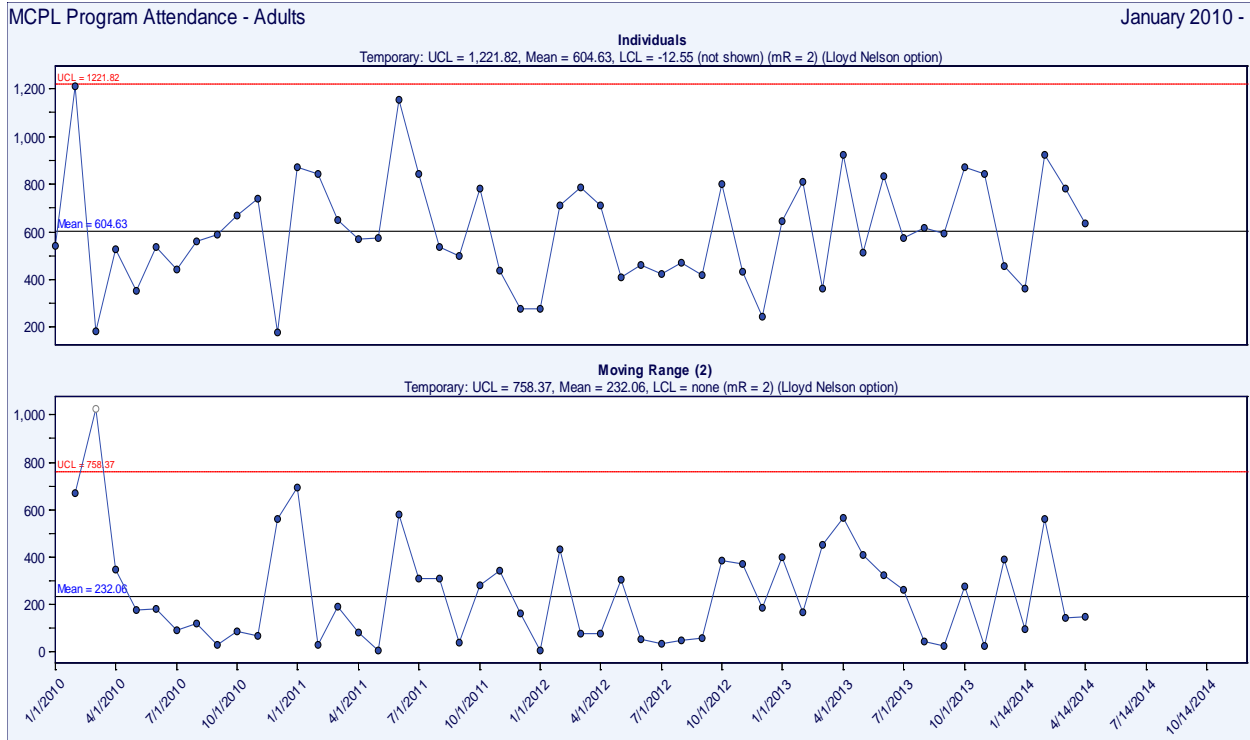
- Sara Laughlin signed a Deed of Gift with the IU Libraries to transfer the Library's PCB Collection to the Ruth Lilly Auxiliary Library Facility (ALF). Both libraries recognize that Indiana's experience with polychlorinated biphenyl (PCB) pollutants is of such significance that the government documents, correspondence, and records should be treated as a community archive. IU Libraries will work with the Indiana Room to develop an implementation plan for digitization and creation of an online finding aid. The collection is 100 cubic feet of 4,500 file folders and documents.





GOAL 2: Provide shared access to the world's information for free.





2A. Provide programs for teens and adults.

- Luann Dillon presented the second part of her series on “Irish Genealogy,” focusing on Irish church records, surname distribution in Ireland, and a video on Irish immigration from the LDS Family Search.org website. Everyone seemed to enjoy the class and said they had learned something.
- Fifty-five patrons attended the last “New Movie Monday,” *American Hustle*, before renovation closes the auditorium until September.
- Books Plus held its annual poetry program, moderated by Dory Lynch, this year concentrating on 21st century poetry. Many of the 17 attendees brought poems to read, a wide-ranging assortment of mostly new poets. Dory shared a handout with six poems by newer poets. One woman recited a poem she knew by heart.
- Eight teens participated in “Teen Game Night.” SLIS student Kixie observed a rousing game of “Munchkin” cards that lasted the entire program.
- Chris Hosler hosted teen leader training for Global Youth Service Day on April 11. In addition to the normal Youth Council members, other teens came for the training, hence the larger-than-normal attendance of 46. Chris Hosler led one-fourth of the total 240 teens who attended the third annual Global Youth Service Day in completing and reflecting on three service projects: mural painting at The Warehouse’s new indoor skate park, bicycle repair at the Bike Project, and assembling clothing racks for the August Hoosier to Hoosier sale.
- Fifteen teens attended “Activity Night,” where they designed an anime club logo drawing.

2B. Increase community awareness of and engagement with the library.

- The 31st annual VITAL Quiz Bowl, aired live on CATS Channel 3 on April 21-24, brought together 32 teams and more than 130 individuals to publicize the problem of adult illiteracy at the local and national level. Over \$5,000 was pledged to support the VITAL program, with additional funds continuing to be collected. VITAL congratulates this year’s winning team, the Rag Tag Band of Misfits!

- Sara Laughlin represented the library at the School of Informatics and Computing Dean's Advisory Council award ceremony and biannual meeting.
- Sara Laughlin represented the library at service learning presentations by seniors at Bloomington High School North.
- Chris Hosler spoke to the 7th grade at Edgewood Junior High School about upcoming teen activities and the Summer Reading Program. He also gave the students a tour of the Library website and highlighted instant access content. He will visit the 8th grade in May.
- Ellettsville Branch "Tax Assistance" programming ended in April after a blitz day on April 12. During this last day of tax help, the branch had extra volunteer preparers installed in the meeting room to help meet demand. They helped an extra 15 individuals/couples (on top of the appointments scheduled that day) to prepare and file their taxes.

2C. Strengthen services for nonprofit organizations.

- The Nonprofit Alliance Training Outreach and Networking committee meeting was held at the Library so the group could see the new public service desk combining the Indiana Room and Nonprofit Central. The meeting included a presentation by Christine Eykholt Friesel about improvements for the Library's database of Community Organizations. The committee made several recommendations. Dr. Kirsten Groenberg stayed afterwards for more lengthy discussions about collaboration with the Indiana Nonprofits team, which she coordinates via IU School of Public and Environmental Affairs (SPEA).
- Marc Tschida presented a session on "community engagement" to a class of 40 undergraduate Arts Administration students at IU SPEA and one on "board service and community engagement" to a class of five undergraduate IU SPEA students at the Mathers Museum
- Marc Tschida attended the Annual Meeting of the Monroe County History Center, of which the Library is a member. New executive director David Vanderstel visited the Indiana Room to see the collection and meet with Christine and Marc. While there, David was introduced to students with the Serve-IT program, who happened to be working their drop-in service hours.
- Marc Tschida traveled to the Indianapolis Central Library for training with David Holmes, regional director of the Foundation Center, and to network with the Central Library staff responsible for maintaining their Foundation Center partnership.
- Marc Tschida attended the ribbon cutting ceremony for Buildings & Trades Park, at which a new sign about the history of labor and industry was unveiled. The sign includes images made available via the Indiana Room's Indiana Bedrock project. Liz Feitl, AFL-CIO Community Service Liaison with the United Way, worked with the Indiana Room to locate appropriate images for the sign.
- Marc Tschida assisted in creating and attended a four-hour session on managing human resources for the Nonprofit Alliance of Bloomington.

Nonprofit Central Programs and Attendance		
<i>Date</i>	<i>Program Title</i>	<i>Attendance</i>
April 8	<i>Grant Seeking Basics</i>	5
April 15	<i>Finding Funders through the Foundation Center</i>	3
April 15	<i>Formulas in Microsoft Excel</i>	6
April 21	<i>Formulas in Microsoft Excel</i>	6
April 30	<i>Project Management Tips</i>	7
TOTAL		27

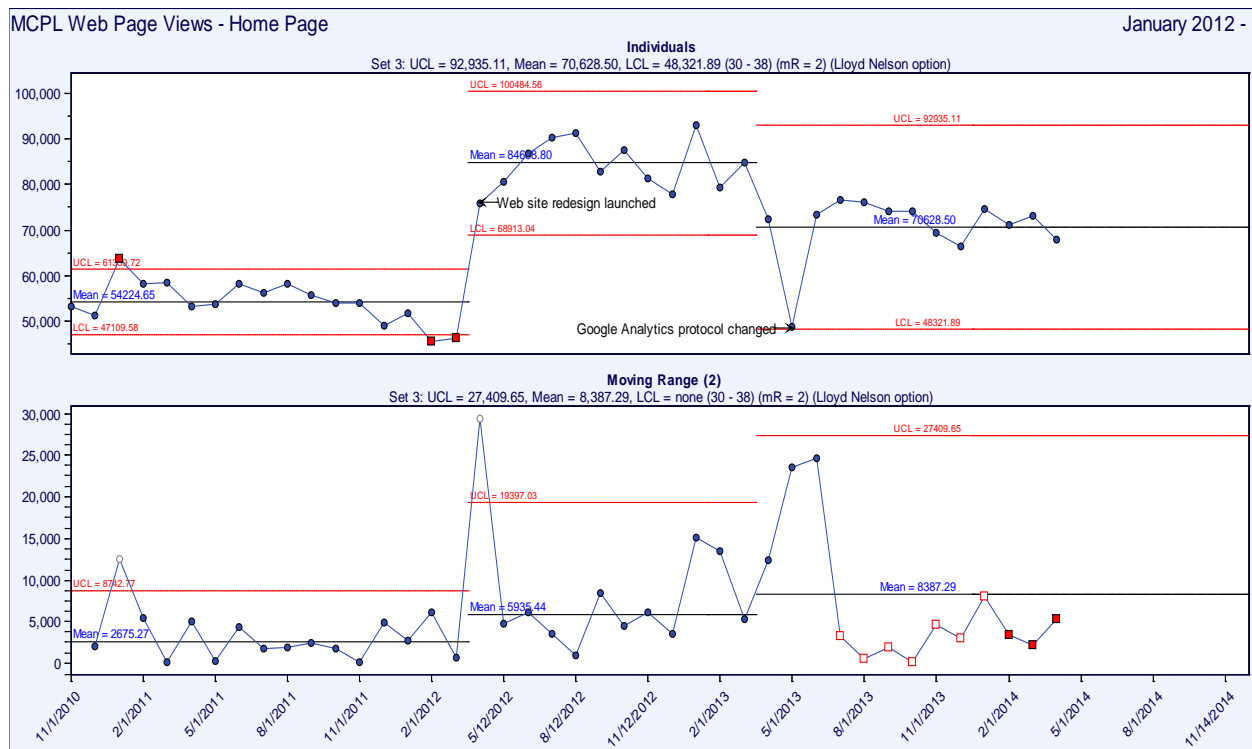
- Ellettsville Branch presented two “First Theatre Experiences” in April. One event featured a free performance of the story from the picture book *Miss Nelson is Missing* by the University Players. The second event was a bilingual telling of “Ana y Su Sombra” by Roundabout Kids Opera. The programs offered these community nonprofits audiences for their fantastic and high quality performances. The Main Library also hosted two performances of *Miss Nelson*.

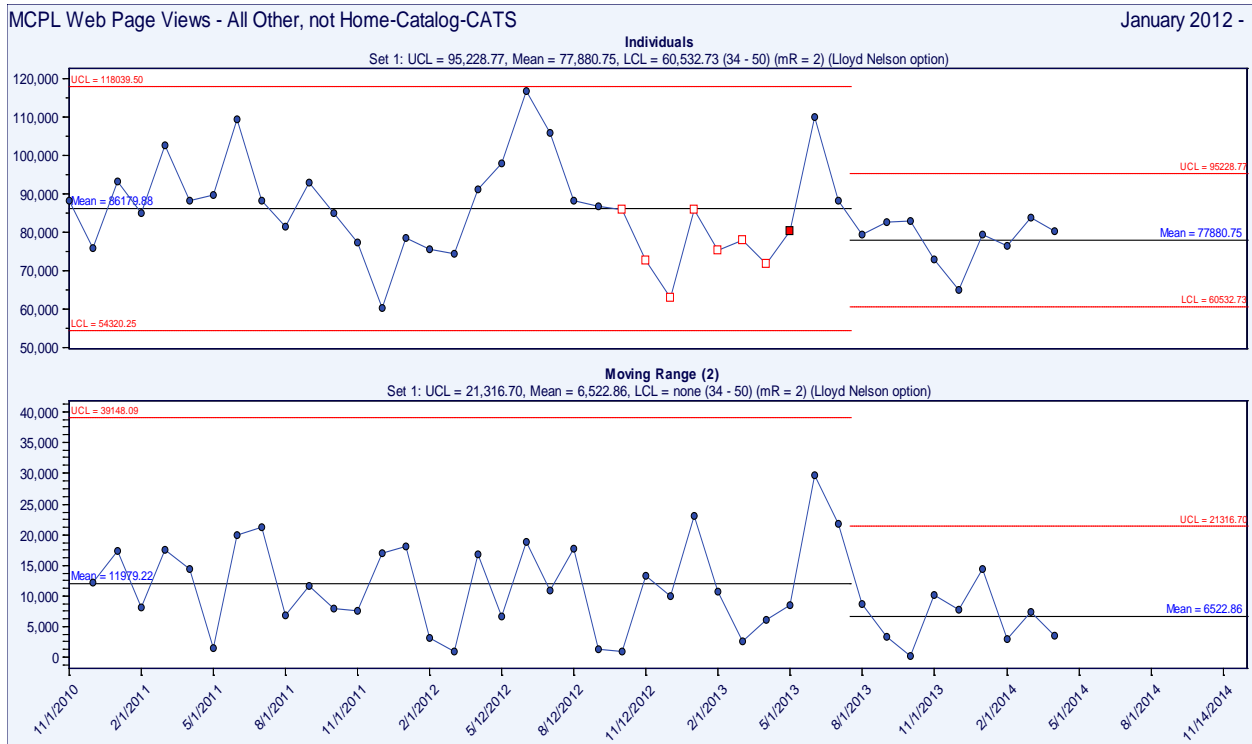
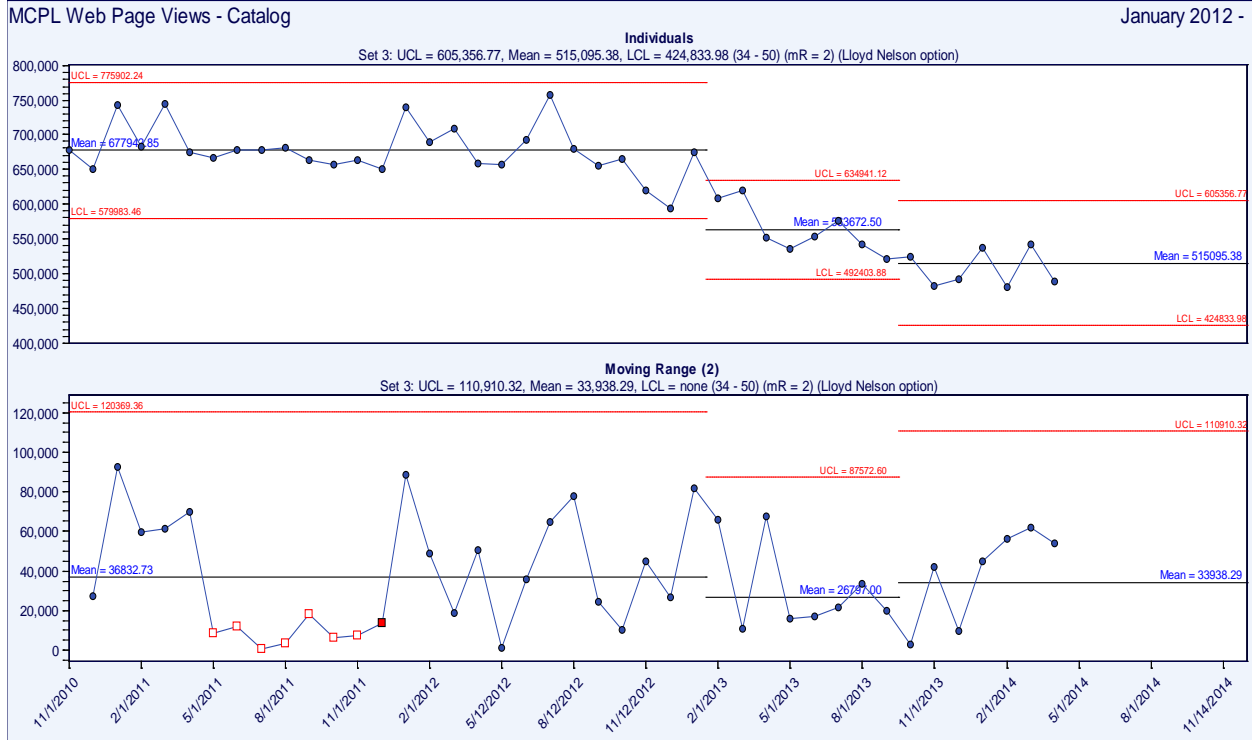
April Meeting Rooms/Auditorium Use		
Meeting Rooms	Main Library meeting rooms used	104
	Main Library auditorium used	19
	Main Library atrium	57
	Ellettsville Branch	17
	TOTAL MEETING ROOMS USED	197

2D. Continually refresh web content and improve usability based on principles of user-centered design.

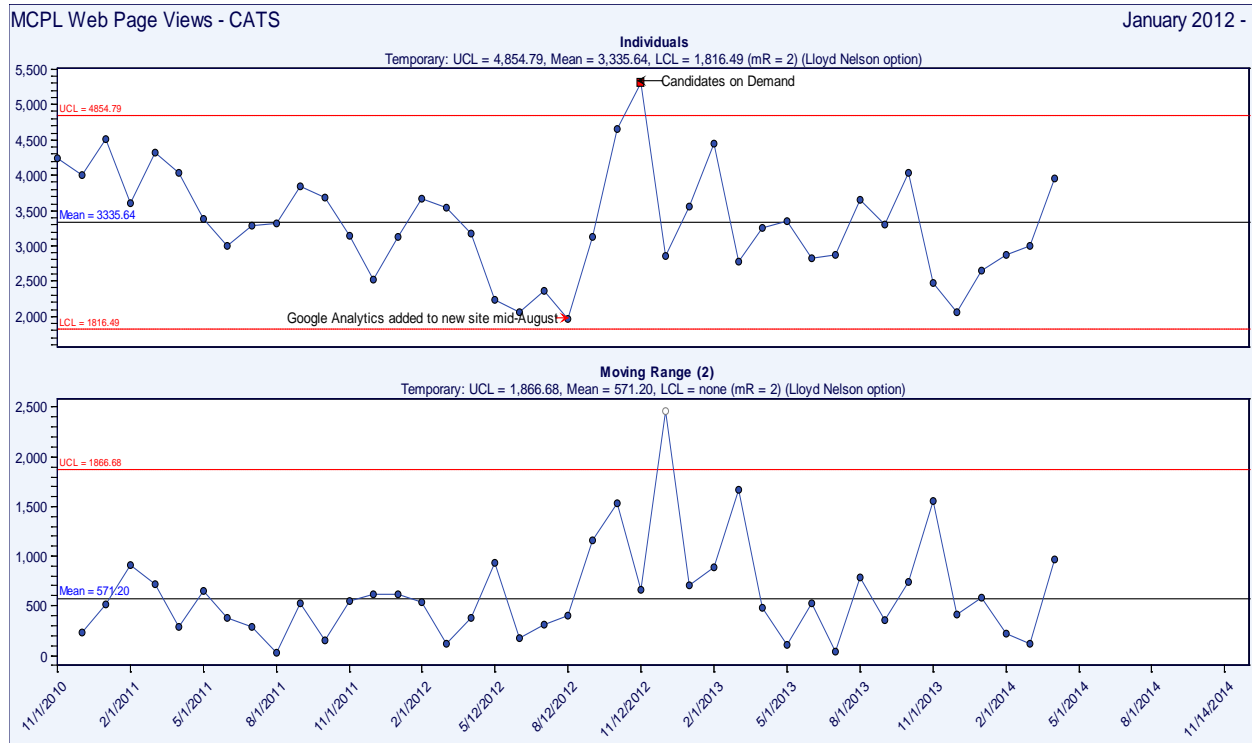
2E. Increase technological infrastructure capacity to support increased digital focus.

- Brandon Rome, Ryan Stacy, and Christine Eykholt Friesel attended an informal meeting at the Showers Building to reveal the new digital collection “Monroe County Community Collections.” The collection, to be launched to the public in early 2015, includes items digitized with the book scanner borrowed from the Indiana State Library. Library staff also showed a new video about the timeline, created and produced by Ryan Stacy, R. Alex Crouch, and CATS. History Center executive director David Vanderstel attended, along with City Clerk Regina Moore, County Clerk Linda Robbins and her deputy clerk, and others.
- The end of April marked the end of the semester for the four Indiana Room IU work-study students, who have assisted with digitization.





April Access		
Read It Off	Number registered	432
	Charges waived	\$515.07
	Number individuals with charged waived	59
	Number exiting program	11
Interlibrary Loan	Items loaned	209
	Items borrowed	25
Author Alert	Alerts placed	158

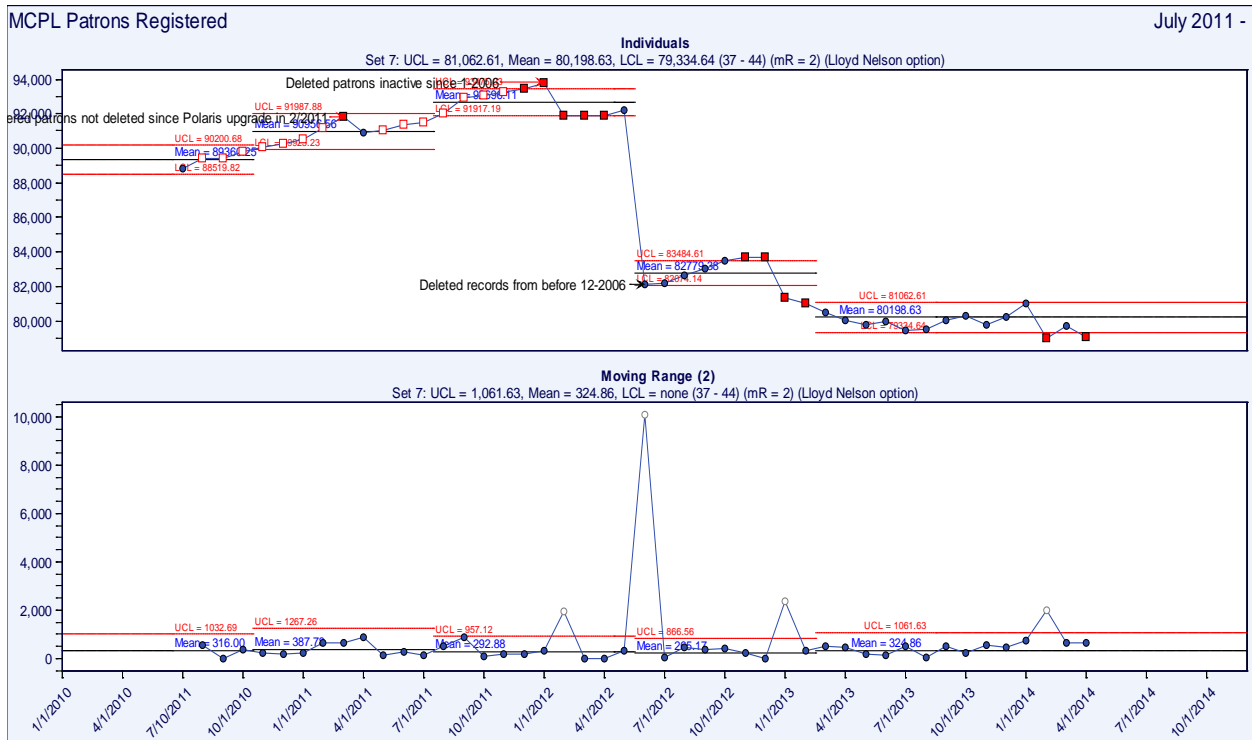
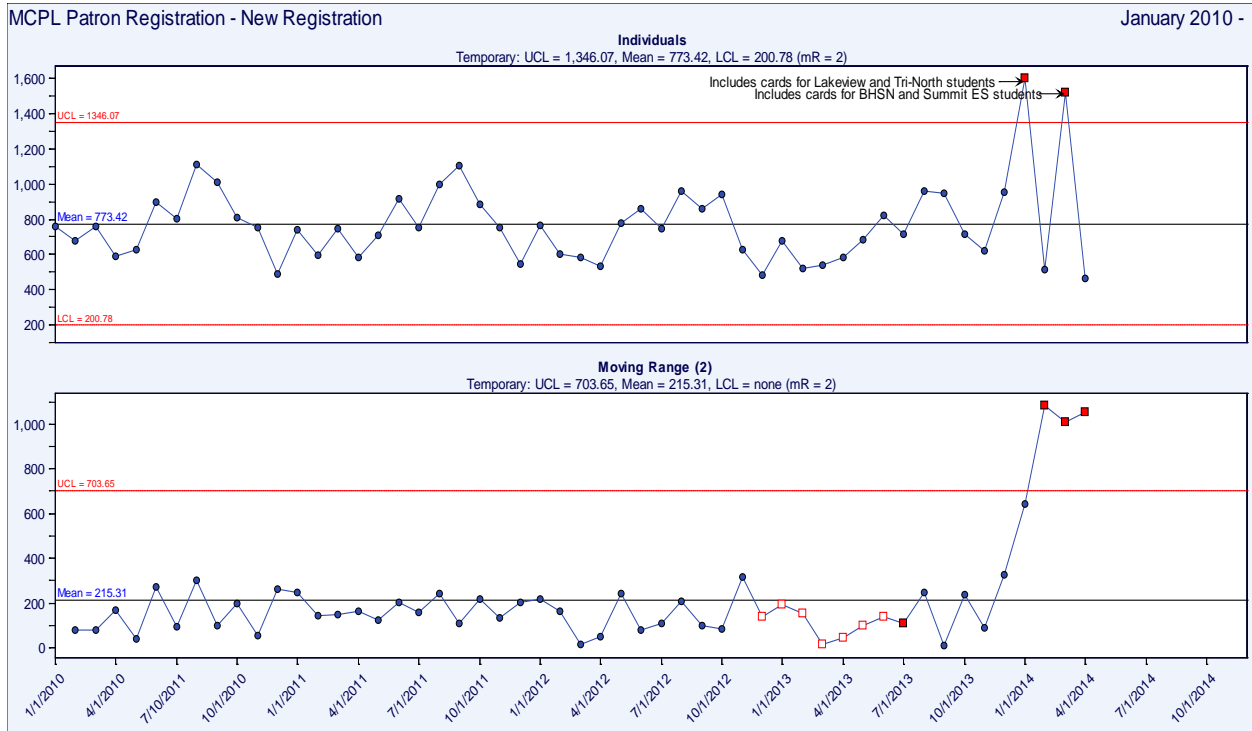


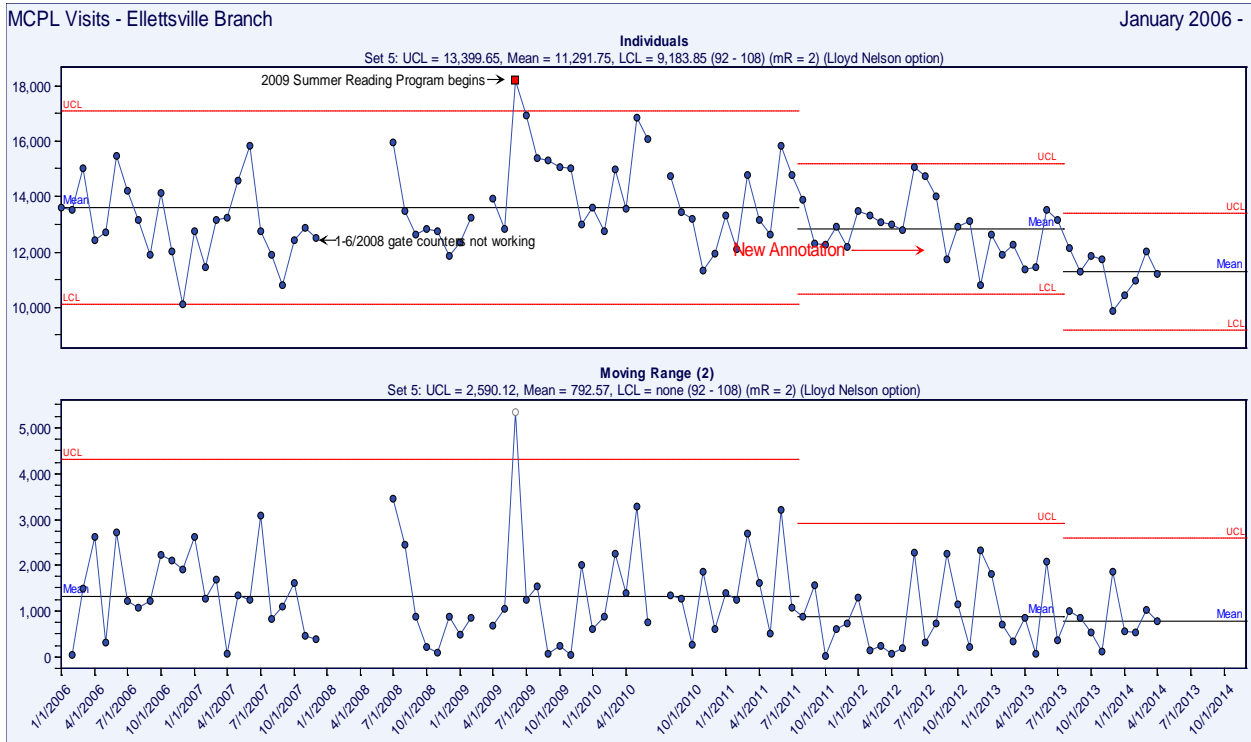
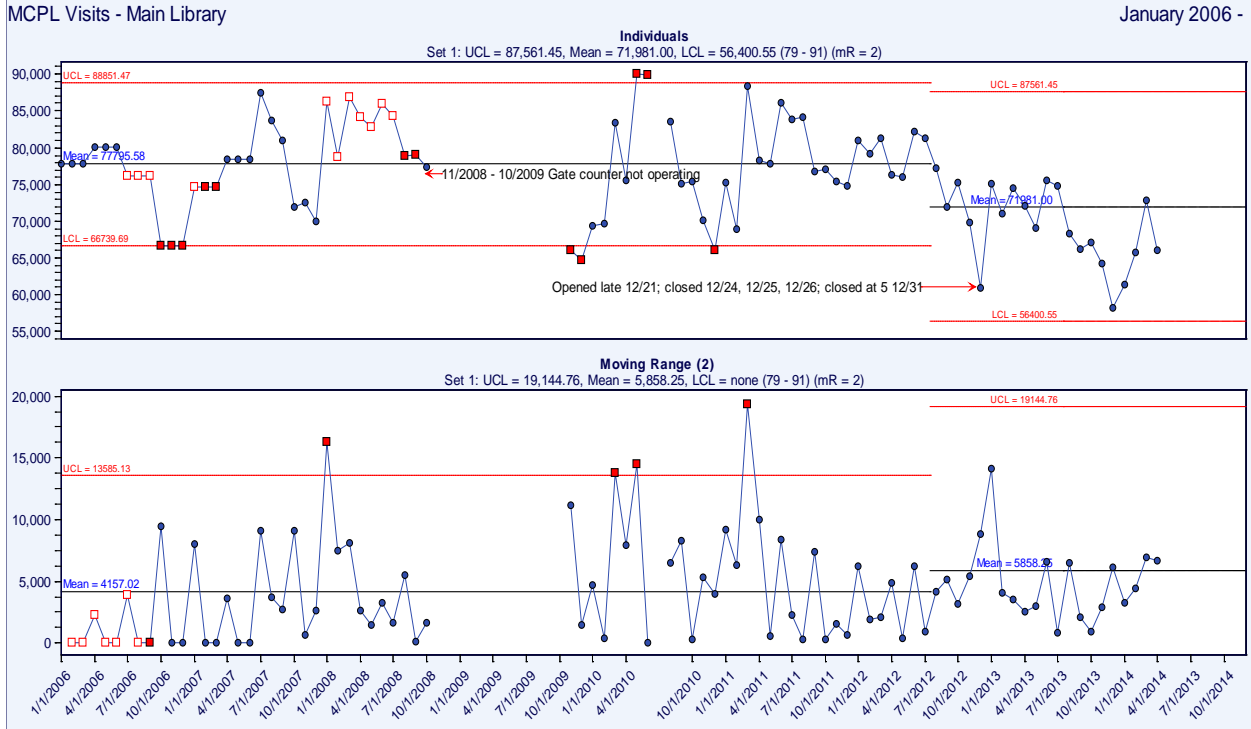
April CATS	
Government programs produced	37
Patron programs produced	117
Community programs produced	39
Public service announcements	4
Dubs delivered	120
Programs added to collection	190

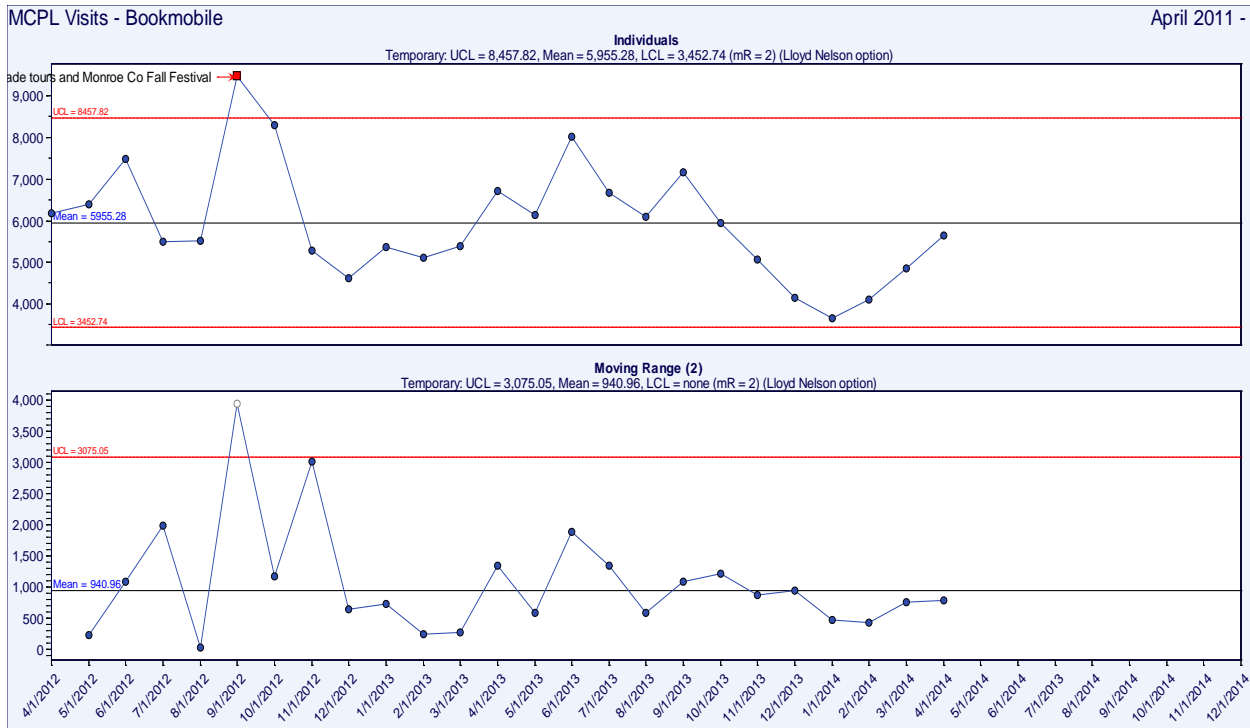
- CATS covered 33 government meetings, three candidate forums, and a Republican Straw Poll. Highlights of CATS artistic, civic, educational and governmental coverage included *Bloomington Rotary* speakers Catherine Rademacher, Jeb Conrad, Phil Harris, and Filippo Menczer; *City of Bloomington Autism Awareness Event*; *Bloomington Volunteer Network's 2014 Be More Awards*; *News and Noise in Media Content: A Case Study of Current Events in Russia*; *Busman's Holiday Album Release Show*; *IU African American Choral Ensemble Spring Concert*; *2014 Future of Jazz Concert*; *United Way: Share and Connect to Increase Financial Stability in Indiana*; *2014 Chamber of Commerce Legislative Wrap Up*; *IU African American Dance Company Spring Concert 2014*; *National*

Society of Arts and Letters 2014 Showcase of the Arts; Federal Focus Luncheon featuring former U.S. Senator and Indiana Governor Evan Bayh; Active Aging Coalition; Hammer & Nail; Bloomington Symphony Orchestra Fate Concert; and the Trashion Refashion Show.

GOAL 3: Provide high quality, personalized customer service.







3A. Provide quality customer service to increasingly diverse audiences.

- Due to a bridge construction project, the Monday Kirksville Bookmobile stop was suspended on April 6 for what may be several months. There simply isn't a safe practical route. The project is part of I-69 construction and scheduled to continue until August. Community Outreach lengthened the Monday Stanford stop from 4-5:45 p.m. Patrons may also visit the Tuesday night Harrodsburg stop which runs from 7–8 p.m.
- Mickey Needham met with Sharon Roualet, librarian at Edgewood High School, to discuss the possibility of adding Richland Bean Blossom Community Schools to the library's Services to Schools initiative.
- Mary Loro, Circulation supervisor, and Cody Mullis, Information Systems, finalized a long project with the library's RFID provider for new express check software to reduce false hits for security gates. The new software also offers significantly faster checkout response time. Planning is underway to enable new credit card payment access.

3B. Develop a unified communication strategy.

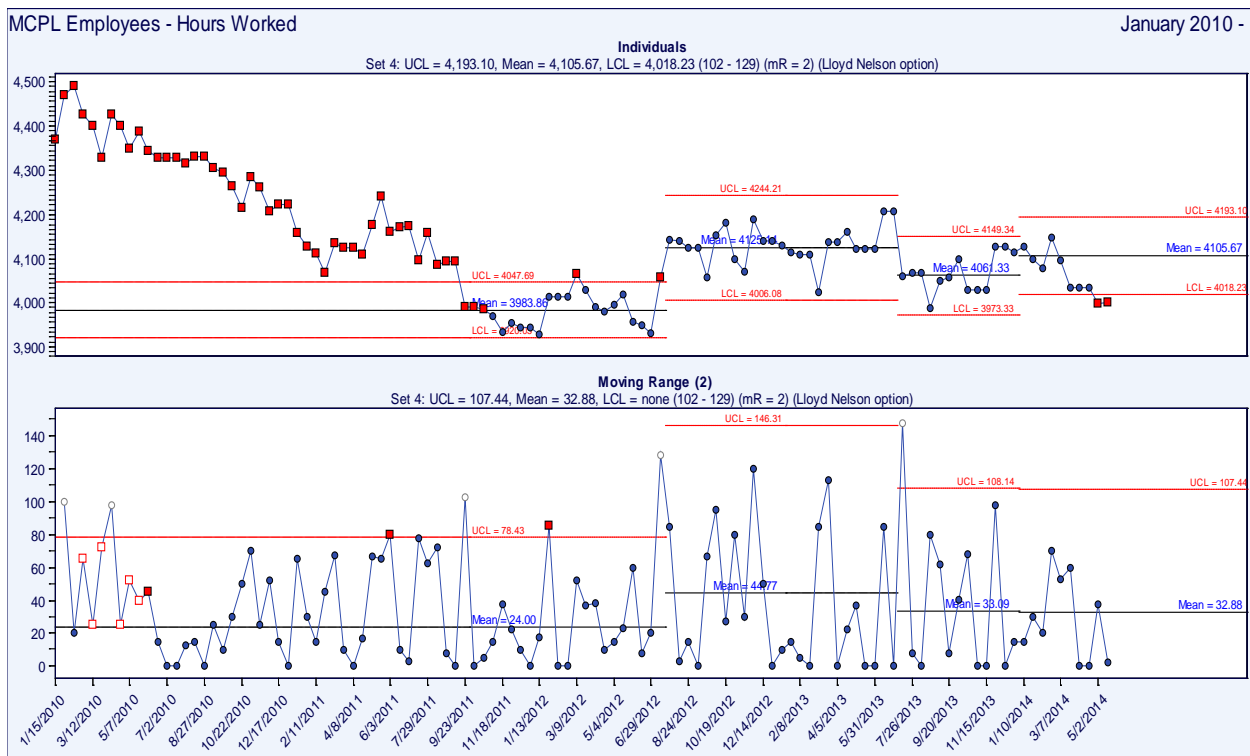
3C. Position auditorium as a valued local performance venue.

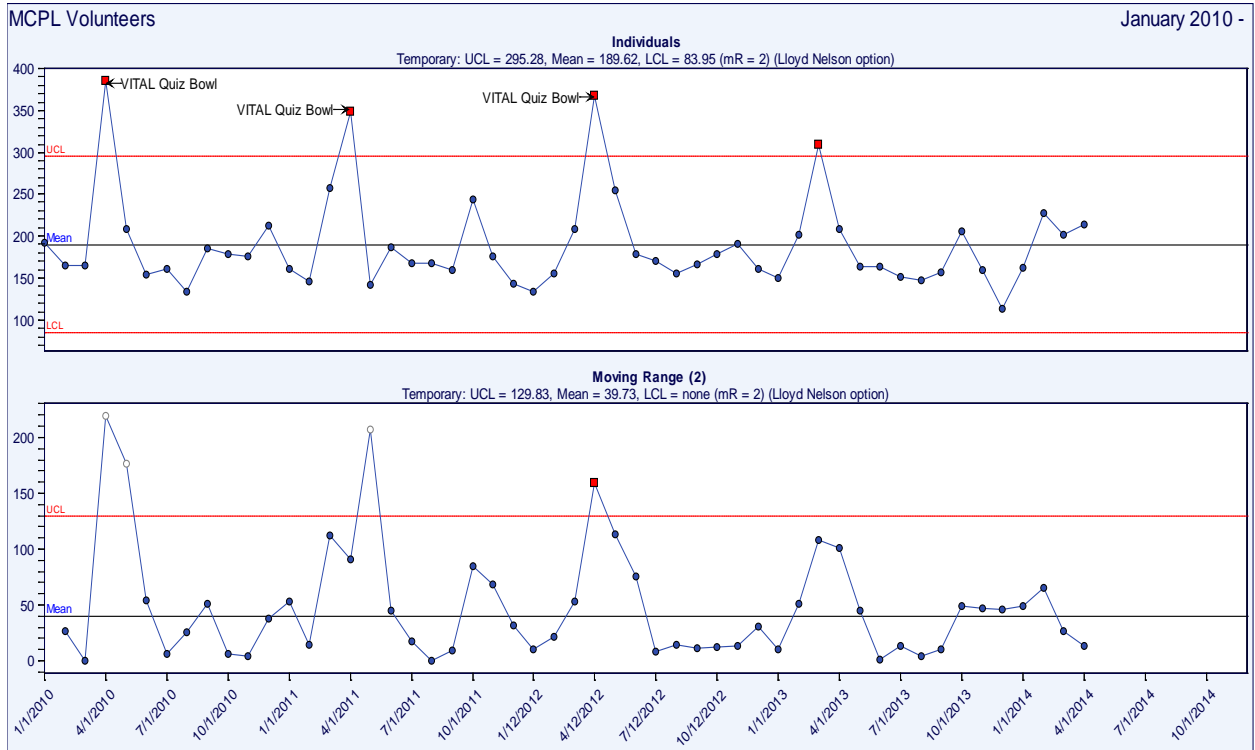
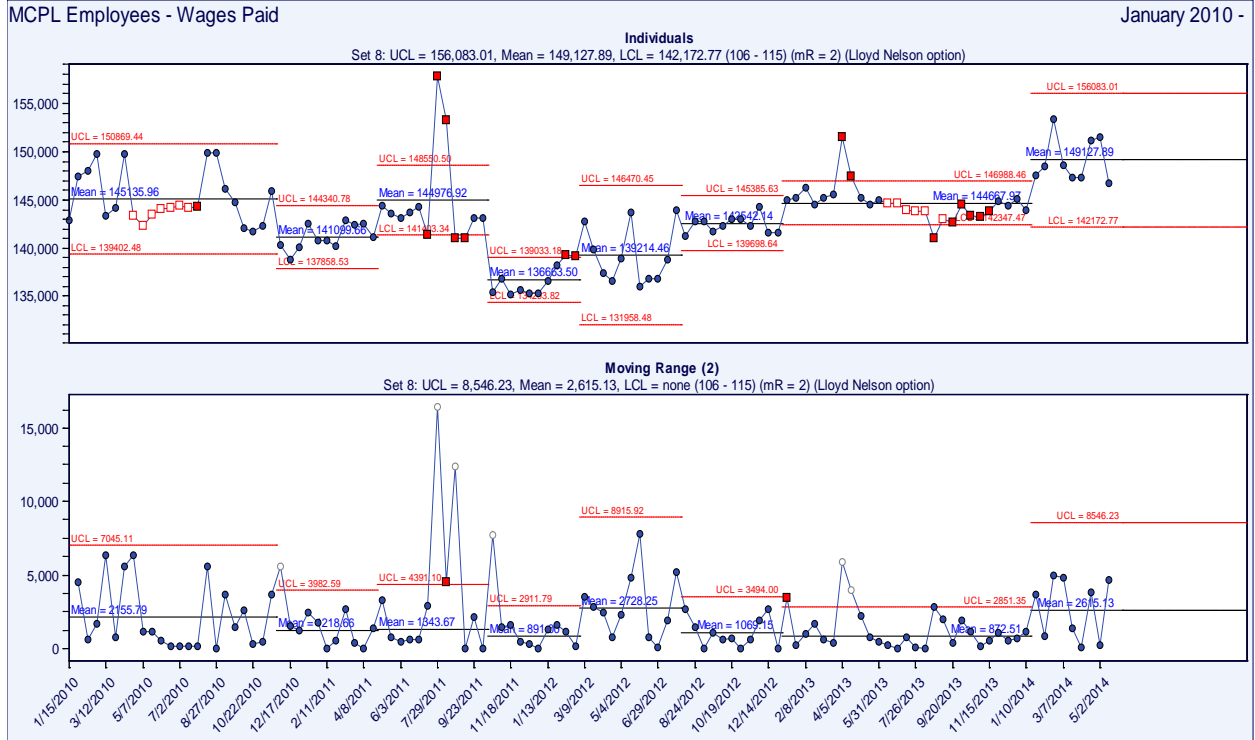
- The auditorium closed for renovation at the end of April.

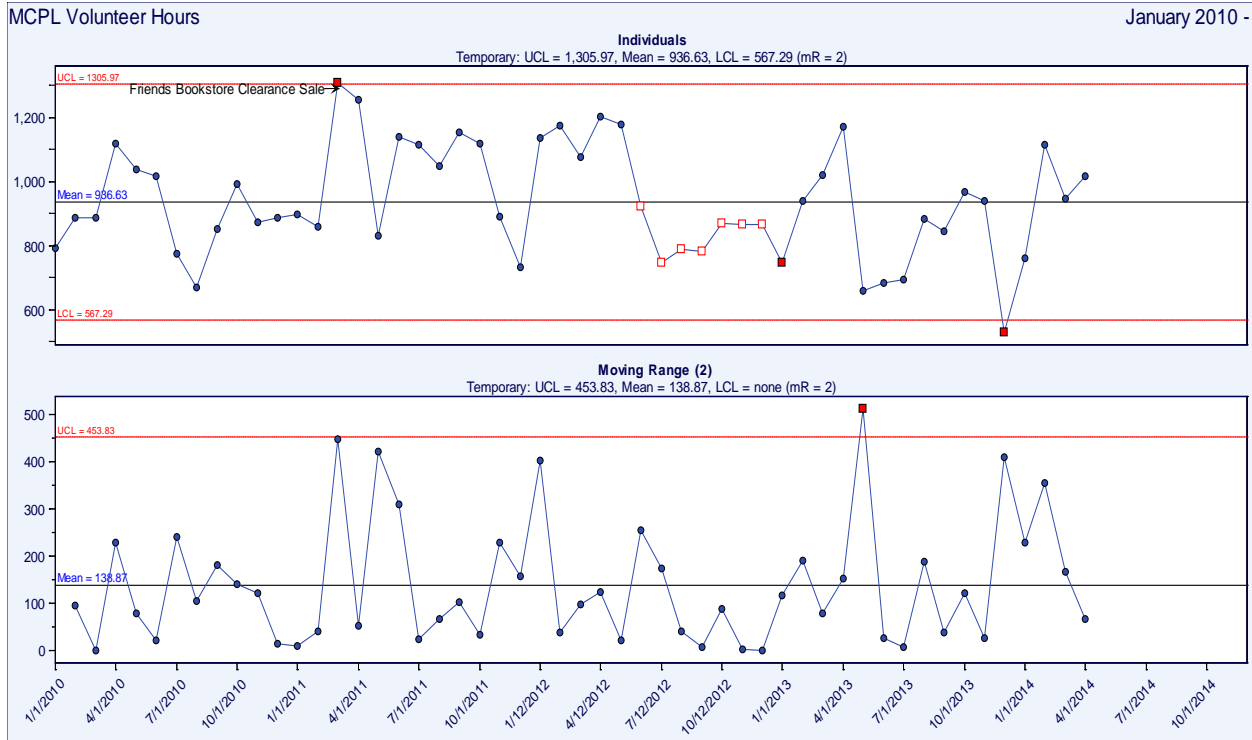
GOAL 4: Optimize stewardship of library resources.

4A. Recruit and retain quality employees.

- The final two of four interviews for teen-digital creativity manager were completed in early April. Local musician and librarian Kevin MacDowell accepted the job and will begin work on May 5.
- 100% of employees successfully completed certification requirements to renew their licenses from the Indiana State Library, one of the requirements for meeting Indiana Public Library Standards. Certification required participation in approved professional learning - 100 Library Education Units (LEUs: one LEU = one contact hour) for the Director, 75 LEUs for Associate Director and six managers, and 50 LEUs for 24 librarians and 16 reference assistants. A substantial percentage of the LEUs were offered in-house (Staff Day sessions, one-time and multi-session series, and study groups), making it free and convenient to participate. Employees also attended national, state, and local conferences; viewed webinars and online courses; and visited other libraries. Many staff were also active in teaching at the IU School of Informatics and Computing and elsewhere, although these activities are not eligible for LEU credit.
- Susan Melsand, VITAL volunteer, was recognized with the City's Be More Knowledgeable Award.
- Staff who attended the Public Library Association conference met with others interested to share short reports on the sessions they attended. Some reported they have already put ideas into action, while others found sessions had challenged their thinking.
- Jennifer Kellams, Circulation supervisor, worked with HR to craft a new group interview format for page candidates. The group/breakout stations allow staff to collect candidate information in approximately half the traditional format time.







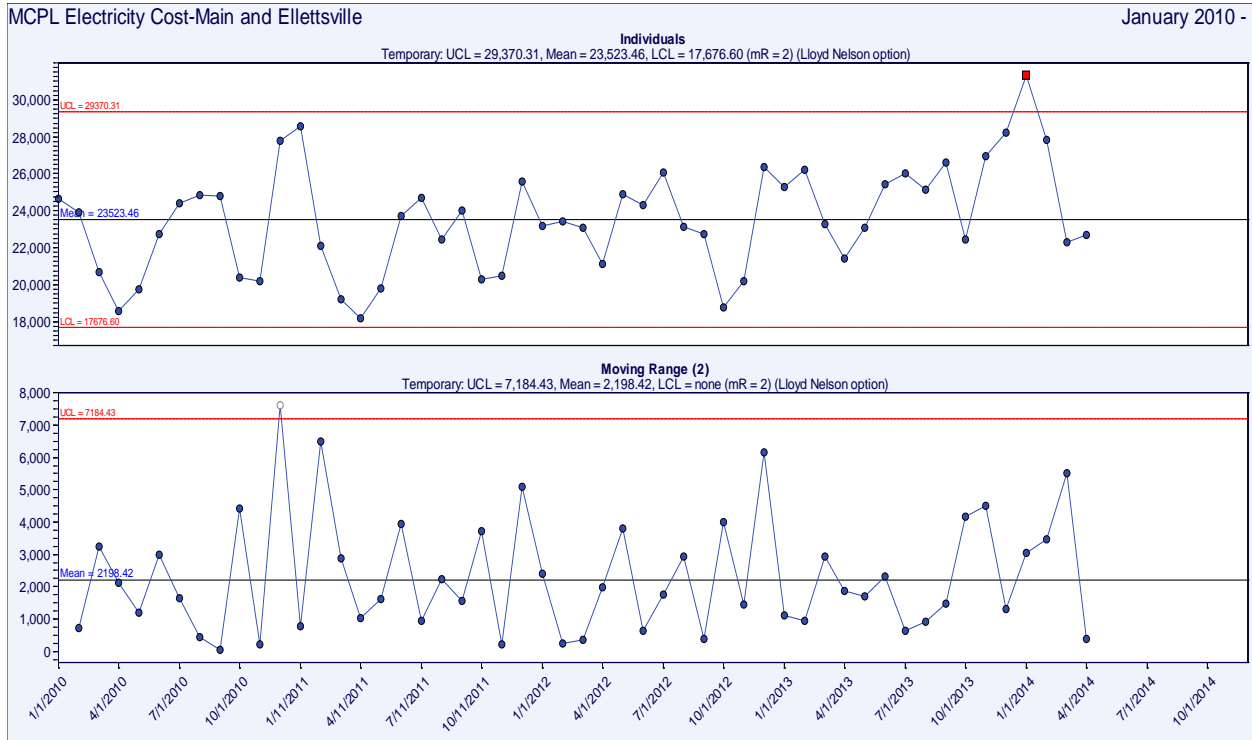
4B. Assure adequate, stable funding for library operations.

- Sara met with the Friends 50th birthday celebration planning committee and the Friends 2014 Campaign committee, and attended a Friends Board meeting.
- The Friends 2015 author event committee, chaired by Sally Gaskill, selected *March*, a graphic novel by U.S. Representative John Lewis, his chief of staff Andrew Aydin, and Bloomington designer Nate Powell. Next steps are to confirm the date and visit details.
- The Community Foundation awarded \$500 to the VITAL program in honor of Susan Welsand, the recipient of the 2014 Be More Knowledgeable award. Over the course of 30 years, Susan has tutored at least 17 students. With her assistance, they progress from being isolated because of reading or language barriers to becoming engaged members of the community. Future students will also benefit from Susan's dedicated service - Community Foundation funds will be used to purchase workbooks for students for additional home practice.

4C. Maintain library facilities.

- Mark Mobley, Gary Lettelleir, Marilyn Wood, and Sara Laughlin met with architect Kris Floyd and contractor Ryan Strauser, Strauser Construction, for a pre-construction meeting on April 9. On April 30, the team met again, with Floyd, Strauser, and representatives from Cassidy Electric; construction will begin Monday, May 5.
- Employees completed several pre-construction tasks, including clearing the children's program storage area, moving equipment and staff in CATS, integrating young adult fiction and graphic novels into the adult collection, and moving Friends clearance sale items into a variety of storage areas.

4D. Improve stewardship of library assets and records.



DEPOSIT ACCOUNT RESOLUTION

(Retail & Private Bank Use Only)



ACCOUNT NAME Monroe County Public ACCOUNT NUMBER 7655478035 TIN: 35-6000257

Check One:

Library

- Corporation / Non-Profit Corporation
- Unincorporated Association / Organization
- Partnership / Limited Liability Partnership
- Non-Profit Organization
- Sole Proprietorship
- Limited Liability Company (Check the tax classification you elected with the IRS or your default classification, if no election was made.)
 - Disregarded Entity
 - Corporation
 - Partnership

RESOLVED, that Fifth Third Bank ("Bank") is designated a depository of the Company, with full authority to accept deposits made at any time, by any person, and in any form to the credit of this Company in accounts with Bank, in accordance with the written or verbal instructions of the person(s) presenting the funds for deposit or of any document accompanying said deposits and subject to the rules and regulations of Bank.

RESOLVED FURTHER, that Bank is authorized to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds all checks, drafts, and other orders for the payment, transfer and withdrawal of money from any and all accounts maintained by this Company with Bank, including those drawn to the individual order of a signer, when signed, accepted or endorsed by any of the following officers or employees of this Company:

FOR ALL BUSINESSES:

PRINTED OR TYPED NAME

TITLE

SIGNATURE

<u>X</u>	<u>President/Managing Member</u>	<u>X</u>
<u>X</u>	<u>Vice President/ Member</u>	<u>X</u>
_____	<u>Secretary/Member</u>	_____
_____	<u>Treasurer/Member</u>	_____

RESOLVED FURTHER, that any of the above named officer(s), person(s), member(s), or partner(s) is/are hereby authorized on behalf of this Company to (i) execute the necessary documents to conduct, if applicable, wire transfer services, automated clearing house transactions, electronic data interchange, sweep services, deposit management services, and lockbox services; and (ii) authorize outgoing wire transfer requests and transfer to and from the accounts of this Company using the funds transfer system of the automated clearing house.

RESOLVED FURTHER, that a facsimile signature of any or all of the above-named signers shall constitute the signature of said signer, regardless of by whom or by what means the actual or purported facsimile signature may have been affixed, if such facsimile signature resembles the facsimile specimen(s) (if any) filed with Bank by the secretary or other officer of this Company.

RESOLVED FURTHER, that the Bank is authorized to rely upon the foregoing resolution until receipt by Bank of written notice of any change or revocation.

FOR CORPORATIONS:

The undersigned certifies that they are the Secretary of _____ (Name of corporation)

("Company") and at a meeting of the Board of Directors held on the _____ day of _____, yr _____ at which a quorum was present these resolutions were duly adopted. The undersigned certifies that the foregoing is a true copy of the resolutions so adopted; that such resolutions are still in full force and effect an unrevoked as of this date; and that such resolutions do not violate any charter or bylaw provision of this Company.

IN WITNESS WHEREOF the undersigned has set his/her hand on the _____ day of _____, yr _____.

Secretary

FOR ALL OTHER BUSINESSES:

The undersigned certify(ies) that Monroe County Public Library (Name of company)

("Company") is the name used in the conduct of an unincorporated business and in order to establish a deposit account in the name of the company, the undersigned adopts these resolutions.

The undersigned agree(s) to notify Bank promptly in writing should any change of ownership occur, should other persons become interested in said business as partners, should the business become incorporated or should the relationship of the undersigned be altered in any manner.

X _____ Date 5-1-2014

Owner, Partner or Member



Monroe County
Public Library

Main Library
303 E Kirkwood Ave
Bloomington, IN 47408
812.349.3050

Ellettsville Branch
600 W Temperance St
Ellettsville, IN 47429
812.876.1272

Goals and Guidelines for MCPL Library Card Initiative

Goal: Every student in Monroe County schools has a library card and uses it to access online resources and borrow materials available for *free* from the Monroe County Public Library.

Rationale: Children with easy access to reading materials are more likely to read frequently and improve their literacy skills. Access to the library's electronic resources benefits students as they focus on 21st century problem-solving skills. Ownership of a public library card helps children develop a regular habit of library use.

1. All students in grades K-12 are eligible to receive a public library card. (Children who live out of county, but attend a Monroe County school will receive a public library card for free as long as they are enrolled in a participating school.)
2. Parents enrolling a child in the participating school district sign a permission form at the time of enrollment allowing or denying their child the right to receive a public library card.
3. Only a parent has the right and responsibility to determine what their child accesses or borrows from the Monroe County Public Library. However, a teacher who uses public library materials or accesses online resources as part of the classroom curriculum acts "in loco parentis."
4. The school district provides student data required for Monroe County Public Library to issue a library card: student name, address, phone number and birth date.
5. The public library checks its patron database to determine which students may already have a public library card and issues a **Youth Starter Card** for any student who does not yet have one. A Youth Starter Card allows the cardholder full access to electronic resources, but limits their checkout of physical items to one item at a time. Students who want to upgrade their Youth Starter Card to a full access card must visit the public library in person with accepted identification.
6. The public library labels each card with the student's name and delivers the library cards to the school for distribution.
7. The public library issues "reminder cards" for students who according to our records already appear to have a public library card. The reminder cards will list the student's name and public library card barcode so these students may also access public library resources.
8. Each school determines how it will distribute the cards. Some examples: by the school librarian during visits to the school library; by a classroom in coordination with an assignment; or in another way. One school representative, preferably the school librarian, accepts responsibility for distributing the public library cards.

(continued)

9. The public library provides an informational flyer about the benefits and responsibilities of having a library card. School representatives send the flyers home so that every student can be reminded of best practices for using their public library card. (See Appendix A.)
10. The public library recommends that each school also send home a brief letter explaining why the student is receiving a public library card. (See Appendix B)
11. The public library card belongs to each individual student and is the student’s responsibility. Teachers are not responsible for safekeeping or recording a student’s library barcode or password.
12. Teachers will encourage students to bring their library cards with them to school as needed to access eBooks and other online resources available through the public library.
13. Public library card holders with more than \$10 in fines on their card are blocked from checking out print materials; however they may still access e-content.
14. The public library and the participating school district strive to make it as easy as possible for students to access library resources. The public library recommends the school district establish a school portal to public library resources, enabling students to connect by logging in to the school portal. The public library works with vendors to provide “low-barrier” or simple cardholder verification processes for allowing access to online resources.
15. The public library invites representatives from the participating school districts to serve on a Library Resources Advisory Committee, which provides input and recommendations on the types of library resources their students and teachers would find most useful.
16. In collaboration with school librarians, public library staff help students and teachers learn about the range of materials and resources they can access from the library and how to use them.

(Rev. 4.4.14)